

Posted: Friday, June 25, 2015

NOTICE AND CALL OF A SPECIAL MEETING OF THE TRINIDAD CITY COUNCIL

The Trinidad City Council will hold a Special Meeting on
TUESDAY, JUNE 30, 2015 at 6:00 PM

Closed Session scheduled at 5:00pm

- I. **CALL TO ORDER**
- II. **PLEDGE OF ALLEGIANCE**
- III. **ADJOURN TO CLOSED SESSION**
 1. Discussion regarding Active Litigation in the case of Tsurai Ancestral Society vs. City of Trinidad; Pursuant to Government Code section 54956.9(b) and/or section 54956.95.
- IV. **RECONVENE TO OPEN SESSION AND PROVIDE REPORT OF CLOSED SESSION ACTIONS**
- V. **APPROVAL OF AGENDA**
- VI. **APPROVAL OF MINUTES – May 13, 2015 scc, May 20, 2015 scc**
- VII. **COUNCIL MEMBER REPORTS, COMMITTEE ASSIGNMENTS**
- VIII. **CITY MANAGER & STAFF REPORTS**
- IX. **PROCLAMATIONS & ANNOUNCEMENTS**
- X. **ITEMS FROM THE FLOOR**

(Three (3) minute limit per Speaker unless Council approves request for extended time.)
- XI. **CONSENT AGENDA**
 1. Financial Status Reports for May 2015.
 2. Correspondance – Accept and File Letter submitted to the Board Of Supervisors Re: General Plan Land Use Map Designations in the Luffenholtz Creek Watershed.
 3. Authorize County Recording of 2013 Library Lease between the City and the Trinidad Coastal Land Trust.
- IX. **DISCUSSION/ACTION AGENDA ITEMS**
 1. Report on Community Goals Survey Results
 2. Appoint Committee for Community Design Awards
 3. Consider Adoption of Final Budget for Fiscal Year 2015-2016
 4. Public Hearing and First Reading of Ordinance 2015-01 – Stormwater Control Ordinance
 5. Consider Public Hearing and First Reading of Ordinance 2015-03 - Amending the VDU Ordinance regarding the issue of Multiple Vacation Dwelling Units on a single parcel
 6. Consider urgency Ordinance 2015-02 "Interim Urgency Ordinance of the City of Trinidad Making Findings and Establishing a Temporary Moratorium on acceptance of new license applications for operating a Vacation Dwelling Unit."
- X. **ADJOURNMENT**

APPROVAL OF MINUTES FOR:

MAY 13, 2015 CC
MAY 20, 2015 SCC

Supporting Documentation follows with: **6 PAGES**

MINUTES OF THE REGULAR MEETING OF THE TRINIDAD CITY COUNCIL
WEDNESDAY, MAY 13, 2015

I. CALL TO ORDER

- Mayor Fulkerson called the meeting to order at 6:00PM. Council members in attendance: Miller, West, Fulkerson, Baker, Winnett.
- City Staff in attendance: City Manager Dan Berman, City Clerk Gabriel Adams, City Planner Trever Parker.

II. PLEDGE OF ALLEGIANCE

III. ADJOURNMENT TO CLOSED SESSION

1. Discussion regarding Active Litigation in the case of Tsurai Ancestral Society vs City of Trinidad; Pursuant to Government Code section 54956.9(b) and/or section 54956.95

IV. RECONVENE TO OPEN SESSION – *No decision to report.*

V. APPROVAL OF AGENDA

- Add an emergency agenda item to approve a grant application and budget for Van Wycke Trail repairs.
Motion (Miller/Baker) to approve the agenda as amended. Passed unanimously.

VI. APPROVAL OF MINUTES – *August 13, 2014 cc, December 10, 2014 cc, January 14, 2015 cc, February 02, 2015 scc, March 09, 2015 scc, March 11, 2015 cc, April 08, 2015 cc.*

Motion (Miller/Baker) to approve the minutes as amended. Passed unanimously.

VII. COMMISSIONERS REPORTS

Miller: Brief RCEA report.

West: Nothing to report.

Fulkerson: RREDC interviewing (5) candidates for new Executive Director position.

Baker: Attending Hazardous Materials Mitigation Team meeting, and also gave a brief Museum report.

Winnett: Nothing to report.

City Manager Berman: Highlighted and announced various updates, including:

- Upcoming May & June meeting schedule.
- Trinidad Rancheria Interchange meeting with Caltrans

VII: PROCLAMATIONS & ANNOUNCEMENTS – *None*

VIII. ITEMS FROM THE FLOOR

Jim Cuthbertson – Trinidad

I can't hear you. Please speak into the microphones. John Frame met with the Coastal Commission last week. He put a new post into the ground and mounted a camera to it without getting a permit. The Wagner Street Trail needs work.

Allison Bendor – Trinidad

Resident of 407 Ocean Avenue. Introduced herself, her roommates, and explained her love of Trinidad and love of being a resident. This in response to all the complaints Tom Davies and Kathleen Lake have submitted to the city over the years about her and her roommates.

Kuko Pierce – Trinidad

407 Ocean Avenue tenant also wanting to resolve the issues with his neighbors, and live peacefully in his home.

Mike Reinman – 407 Ocean Homeowner

Hopeful that the Council will appreciate that his tenants have made a step forward to resolving the ongoing neighbor dispute.

Brian Vasel – NOAA

Gave a comprehensive presentation on the atmospheric research facility on Trinidad Head.

IX. CONSENT AGENDA

1. Financial Status Reports for March 2015.
2. Contract Renewal with Streamline Planning Consultants for City Planning Services
3. Contract Amendment with GHD for ASBS Stormwater Project for Construction Management Services.
4. Resolution 2015-01; Authorizing the Trinidad Volunteer Fire Department to Participate in the Federal Excess Property Program
5. May, June, & July City Council Meeting Schedule.

Motion (Baker/Miller) to approve the consent agenda. Passed unanimously.

X. DISCUSSION AGENDA

1. Resolution 2015-03; Acknowledging the Public Service of Planning Commissioner Gale Becker.
Mayor Fulkerson read the resolution aloud and thanked Becker for her service.
Motion (Baker/Miller) to approve Resolution 2015-03. Passed unanimously.
2. Discussion/Decision Regarding Appointment of Planning Commissioner to fill the vacant position through December 2016
Mayor Fulkerson explained that an application has been submitted by resident Kathleen Lake.

Lake gave a brief explanation of her background, experience, and purpose for wanting to participate in the Planning Commission. The Council thanked her for volunteering to serve.

Motion (Miller/Baker) to appoint Kathleen Baker to serve the remaining Planning Commissioner term through December 2016. Passed unanimously.

3. Introduction/Discussion Regarding Draft Stormwater Ordinance.
Grant Administrator Becky Price-Hall explained that as reported at the April City Council Meeting, the City's MS4 (Stormwater Discharge) Permit Element 6 (E. 6) requires the City to establish legal authority to regulate stormwater and pollution discharge to protect water quality within the Trinidad Bay Area of Special Biological Significance. Adoption of the draft Stormwater Ordinance provides the City legal authority to control pollutant discharges into and from its storm water drainage facilities (MS4). Locally, the County and Cities of Arcata, Eureka and Fortuna are all subject to the MS4 Permit requirements and have all adopted or will adopt similar ordinances. Stormwater Program Staff of these municipalities have been working collaboratively to promote a regional approach in implementing the MS4 permit requirements.

In October 2004, the State Water Resources Control Board (SWRCB) notified the City of Trinidad of the requirement for dischargers to cease stormwater and nonpoint source waste discharges into the Trinidad Head Area of Special Biological Significance. SWRCB granted an exception to the discharge prohibition (General Exception) in 2012, and in July 2013, the City gained coverage for the stormwater discharge under the Phase II Small Municipal Separate Stormwater System (MS4) National Pollutant Discharge Elimination System (NPDES) General Permit No. S000004 Order No. 2013-0001-DWQ (MS4 Permit). The MS4 Permit requirements phase in over 5 years.

The draft Storm Water Ordinance includes two new chapters for Title 13 Public Services: 13.16 and 13.20; and an amendment to Chapter 15.16 Grading in Title 15 Buildings and Construction. The draft ordinance meets the requirements of the MS4 Permit. These sections are described below:

Title 13: Public Services

Section 1. Chapter 13.16 Storm Water Quality Management and Discharge Control:

The purpose of this chapter is to reduce pollutants in storm water discharges and prohibiting non-storm water discharges to the City's stormwater drainage facilities. The ordinance language is based on the permit language and ordinance language from other municipalities subject to the MS4 Permit requirements.

Section 2 Chapter 13.20 Water Efficient Landscape Design Requirements

The purpose of this chapter is to identify landscape standards that minimize water use and encourage stormwater management within landscape areas. This chapter was adapted from the State Model Water

Efficient Landscape Ordinance by AHBL consultants to address barriers to the MS4 Permit's post construction/low impact development requirements identified in AHBL's gap analysis of the City's municipal code.

Title 15 Building and Construction

Section 3 Amending 15.16.210 Grading Specifications

The grading specifications will be amended to add "stormwater bioretention facilities" to the drainage provisions.

Council comment included:

West: This looks like a huge amount of work for Planning & Staff. How will we handle the workload? Price-Hall explained that the planning staff has expertise in this field. They will review each building and planning permit for consistency with the ordinance. Regarding enforcement, the ordinance clearly states how violations will be reported.

Winnett: Is there general information available for the public to educate themselves about this?

Public comments included:

Jim Cuthbertson – Trinidad

I have a French drain that connects to the street. Will that be a problem? Are we allowed to wash our cars?

Jack Beaupre – Trinidad

Parker Creek Drive does not have a curb and gutter to protect it from run-off.

No decision was made. The draft ordinance will be discussed again at a future meeting.

4. Discussion/Decision Regarding Resolution 2015-02: Declaring a Drought Emergency and Implementing Water Conservation Measures as Mandated by the State Water Resources Control Board.

Grant Administrator Becky Price-Hall explained that the Governor of California issued Executive Order B-29-15 on April 1, 2015, ordering that the State Water Resources Control Board (Water Board) impose restrictions to achieve a statewide 25% reduction in water use compared to the amount used in 2013. The Water Board emergency regulations, adopted May 5, 2015, specify that smaller water suppliers (serving fewer than 3000 connections) will be required to reduce by 25 percent its total potable water production relative to the amount produced in 2013 or restrict outdoor irrigation of ornamental landscapes or turf with potable water to no more than 2 days a week. The Water Board also issued End-User Requirements, which apply to all Californians and include:

- Prohibiting irrigation of ornamental turf on public street medians.
- Prohibiting irrigation with potable water outside of newly constructed homes and buildings not in accordance with emergency regulations or other requirements.

These prohibitions are in addition to the existing restrictions that prohibit:

- Allowing runoff when irrigating with potable water;
- Using hoses with no shutoff nozzles to wash cars;
- Using potable water in decorative water features that do not recirculate the water;
- Irrigating outdoors during and within 48 hours following measureable rainfall; and
- Restaurants from serving water to their customers unless the customer requests it.
- Additionally, hotels and motels must offer their guests the option to not have their linens and towels laundered daily, and prominently display this option in each guest room.

The City will be required to submit a single report on December 15, 2015 that provides water production from June-November 2015 and June-November 2013 and the number of days per week outdoor irrigation is allowed.

In addition to other powers, local agencies can fine property owners up to \$500 a day for failure to implement the water use prohibitions and restrictions. The State Water Board can issue informational orders, conservation orders or cease and desist orders to water suppliers for failure to meet their conservation standard or failure to

implement required prohibitions and restrictions. Water agencies that violate cease and desist orders are subject to a civil liability of up to \$10,000 a day.

The Water Committee met on May 5 to determine how to comply with the Water Board requirements. Staff was directed to develop a resolution declaring a drought emergency and putting into effect the Water Rationing Ordinance 160 § 1, 1977 (Trinidad Municipal Code Chapter 13.08) as a mechanism to comply with the Statewide mandatory conservation regulations. This Resolution also limits outdoor watering to two days a week on Saturdays and Wednesdays.

Council comments included:

Miller: We have very little water storage so it is important that conservation measures are taken seriously and immediately.

There was no public comment.

*Motion (Miller/West) to adopt Resolution 2015-02. **Passed unanimously.***

5. Discussion/Decision Regarding Purchase of Used Vehicle for Public Works

City Manager Berman explained that staff recommends the City take advantage of a current opportunity to purchase a used truck from the County Public Works Department. We would be replacing a 1995 Ford F150 with 132,000 miles on it for a 2008 F350 with 96,000 miles. The price is \$9,700. County Public Works replaces their vehicles at ~100,000 miles – they normally trade them in with the dealer, but this truck is out of the normal cycle so they are willing to sell it to us for below retail prices.

In addition to upgrading from a 20 year old truck to a 7 year old truck, we recently purchased a vector trailer that needs a larger truck to pull it. Staff proposes this purchase be funded from the Public Works Department budget, in the current year, utilizing funding that was budgeted as matching funds for a grant we sought for Van Wycke Trail improvements. The project did not move forward as we did not get the grant. Based on current expenditures, staff anticipates that we will be enough under budget at year's end to be able to carry the full match forward if we reapply for the grant.

There were no Council or public comments

*Motion (Miller/Baker) to approve acquisition of used vehicle for Public Works for \$9,700, declare current vehicle as surplus property to allow resale, and approve budget shift from the Van Wycke Trail Project for the purchase. **Passed unanimously.***

6. Update and Discussion Regarding Potential Amendments to the Vacation Dwelling Unit Ordinance 2014-01.

City Manager Berman explained that at the last meeting the Council asked staff to address 1) the problem caused by the VDU ordinance to the multi-family complexes in town, and 2) to consider the process for a VDU cap. The City Planner advised that process dictates that the Planning Commission must hear the proposed amendments to the VDU ordinance first, and make recommendation to the Council. Staff proposes the process to take place, and the discussion will return to the Council for consideration at the first meeting in June.

Public comment included:

Kathleen Lake – Trinidad

Read a long letter requesting a temporary moratorium on issuing new VDU licenses, and that limiting and spacing them out would be better for the community.

No decision was made. Planning Commission will hear the amendment proposal at their next regular meeting.

7. Discussion/Decision to Authorize Grant Application for Van Wycke Trail Improvements

City Manager Berman recommended that the Council authorize the City Manager and City Engineer to submit a grant application for improvements to the Van Wycke Trail, and to allocate \$7000 as match funding for the project in the event the grant is successful. The funds would be rolled forward from similar funds set aside in the current year.

*Motion (West/Baker) to authorize the City Manager to proceed submitting the application. Passed 4-0-1.
Fulkerson Abstained.*

XIII. ADJOURNMENT

- Meeting ended at 9:40 pm.

Submitted by:

Gabriel Adams
City Clerk

Approved by:

Julie Fulkerson
Mayor

TRINIDAD CITY HALL
P.O. Box 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

Julie Fulkerson, Mayor
Gabriel Adams, City Clerk



SUMMARY OF MINUTES OF TRINIDAD CITY COUNCIL ACTION

TO: Council Members & City Staff
FROM: Gabriel Adams, City Clerk
DATE: Friday, June 26, 2015
RE: Summary of Council Action – **Special Budget Workshop, May 20, 2015**

The City Council met for the Special Budget meeting commencing at 6:00pm, and took the following actions:

DISCUSSION ITEMS

1. Discussion/Decision regarding comment letter to BLM regarding Trinidad Head Lighthouse Station Planning.
*Motion (Miller/Baker) to approve the comment letter as drafted by the City Manager. **Passed 3-0. West & Winnett were absent.***
2. Discussion/Presentation of the 2015-2016 Draft Budget.
*Motion (Miller/Baker) to add \$1500 expense to the budget for HCCVB contribution. **Passed 3-0.***

Meeting adjourned at 4:10pm



CONSENT AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 8 PAGES

1. Financial Status Reports for May 2015.

City of Trinidad
Statement of Revenues and Expenditures - GF Revenue
From 5/1/2015 Through 5/31/2015

		Current Month	Year to Date	Total Budget - Original	% of Budge
Revenue					
41010	PROPERTY TAX - SECURED	38,064.76	80,214.66	90,035.00	(10.91)%
41020	PROPERTY TAX - UNSECURED	303.29	3,125.32	3,015.00	3.66%
41040	PROPERTY TAX-PRIOR UNSECURED	80.93	80.93	50.00	61.86%
41050	PROPERTY TAX - CURRENT SUPPL	0.00	276.80	485.00	(42.93)%
41060	PROPERTY TAX-PRIOR SUPPL	32.55	142.51	200.00	(28.75)%
41071	MOTOR VEHICLES	205.09	348.27	1,240.00	(71.91)%
41072	PROP TX - BOOKING FEES	0.00	52.77	0.00	0.00%
41100	PROPERTY TAX - INTEREST +	0.00	0.00	20.00	100.00)%
41110	PROPERTY TAX EXEMPTION	436.03	1,058.93	667.00	58.76%
41130	PUBLIC SAFETY 1/2 CENT	955.74	1,383.54	1,640.00	(15.64)%
41140	PROPERTY TAX - DOCUMENTARY RE	785.40	1,659.90	1,450.00	14.48%
41190	PROPERTY TAX ADMINISTRATION FE	(1,119.00)	(2,238.00)	(2,373.00)	(5.69)%
41200	LAFCO Charge	0.00	(1,204.69)	(380.00)	217.02%
41210	IN-LIEU SALES & USE TAX	14,275.89	28,551.78	27,100.00	5.36%
41220	IN LIEU VLF	13,919.00	27,838.00	28,070.00	(0.83)%
42000	SALES & USE TAX	17,300.00	131,658.35	181,600.00	(27.50)%
43000	TRANSIENT LODGING TAX	9,305.47	114,565.78	126,000.00	(9.07)%
43100	TRANSIENT LODGING TAX-TBID	(1,711.92)	(24,983.54)	0.00	0.00%
47310	VEHICLE LICENSE COLLECTION	0.00	150.75	0.00	0.00%
53010	COPY MACHINE FEE	0.00	0.00	15.00	100.00)%
53020	INTEREST INCOME	155.97	2,132.32	13,000.00	(83.60)%
53090	OTHER MISCELLANEOUS INCOME	0.00	4,048.58	800.00	406.07%
54020	PLANNER- APPLICATION PROCESSIN	750.00	14,296.73	5,000.00	185.93%
54050	BLDG.INS-PAPPLICATION PROCESSI	1,122.85	10,673.85	7,000.00	52.48%
54100	ANIMAL LICENSE FEES	15.00	120.00	300.00	(60.00)%
54150	BUSINESS LICENSE TAX	480.00	12,477.00	9,900.00	26.03%
54300	ENCROACHMENT PERMIT FEES	0.00	100.00	400.00	(75.00)%
56400	RENT - VERIZON	2,058.56	22,182.18	22,735.00	(2.43)%
56500	RENT - HARBOR LEASE	0.00	0.00	5,125.00	100.00)%
56550	RENT - PG& E	0.00	9,630.61	8,750.00	10.06%
56650	RENT - SUDDENLINK	0.00	3,814.75	4,825.00	(20.94)%
56700	RENT - TOWN HALL	150.00	4,928.00	7,000.00	(29.60)%
59999	INTERDEPARTMENTAL TRANSFER INC	0.00	0.00	65,000.00	100.00)%
	Total Revenue	97,565.61	447,086.08	608,669.00	(26.55)%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
201 - GFAdmin
From 5/1/2015 Through 5/31/2015

		Current Month	Year to Date	Total Budget - Original	% of Budget
Expense					
60900	HONORARIUMS	250.00	2,700.00	2,500.00	(8.00)%
61000	EMPLOYEE GROSS WAGE	9,833.19	97,628.76	111,770.00	12.65%
61470	FRINGE BENEFITS	46.16	536.72	600.00	10.55%
65100	DEFERRED RETIREMENT	537.56	4,465.00	5,082.00	12.14%
65200	MEDICAL INSURANCE AND EXPENSE	1,086.78	9,195.43	10,068.00	8.67%
65250	Health Savings Program	8.13	649.64	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	87.01	888.01	4,471.00	80.14%
65500	EMPLOYEE MILEAGE REIMBURSEMENT	69.73	441.73	750.00	41.10%
65600	PAYROLL TAX	778.11	7,849.54	8,939.00	12.19%
65800	Grant Payroll Allocation	0.00	(3,318.15)	(2,500.00)	(32.73)%
68090	CRIME BOND	0.00	700.00	455.00	(53.85)%
68200	INSURANCE - LIABILITY	0.00	11,355.05	8,830.00	(28.60)%
68300	PROPERTY & CASUALTY	0.00	3,555.50	4,280.00	16.93%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	240.00	20,000.00	98.80%
71130	ATTORNEY-LITIGATION	0.00	0.00	10,000.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	0.00	2,000.00	100.00%
71310	CITY PLANNER-ADMIN. TASKS	3,513.50	40,627.07	45,000.00	9.72%
71410	BLDG INSPECTOR-ADMIN TASKS	310.00	4,299.44	8,000.00	46.26%
71510	ACCOUNTANT-ADMIN TASKS	1,201.80	13,125.50	11,050.00	(18.78)%
71620	AUDITOR-FINANCIAL REPORTS	0.00	12,285.00	12,285.00	0.00%
72000	CHAMBER OF COMMERCE	0.00	15,607.56	15,045.00	(3.74)%
74110	GRANT EXPENSE	0.00	37.90	0.00	0.00%
74200	REIMBURSED GRANT ADMIN EXP	0.00	0.00	(700.00)	100.00%
75110	FINANCIAL ADVISOR/TECH SUPPORT	30.00	3,617.50	5,700.00	36.54%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	0.00	500.00	100.00%
75170	RENT	650.00	7,150.00	8,190.00	12.70%
75180	UTILITIES	518.64	6,963.52	10,250.00	32.06%
75190	DUES & MEMBERSHIP	0.00	1,298.73	270.00	(381.01)%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	3,371.59	5,700.00	40.85%
75220	OFFICE SUPPLIES & EXPENSE	463.23	3,494.70	6,000.00	41.76%
75240	BANK CHARGES	0.00	187.21	200.00	6.39%
75280	TRAINING / EDUCATION	0.00	395.00	0.00	0.00%
75300	CONTRACTED SERVICES	0.00	0.00	8,134.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	663.25	100.00	(563.25)%
76110	TELEPHONE	122.24	1,471.30	1,550.00	5.08%
76130	CABLE & INTERNET SERVICE	294.44	3,041.16	4,900.00	37.94%
76150	TRAVEL	0.00	563.20	1,500.00	62.45%
78120	STREET LIGHTING	0.00	95.81	0.00	0.00%
78130	TRAIL MAINTENANCE	0.00	20.41	0.00	0.00%
78170	SECURITY SYSTEM	0.00	258.00	1,590.00	83.77%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	0.00	1,500.00	100.00%
	Total Expense	19,800.52	255,461.08	334,009.00	23.52%

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
301 - Police
From 5/1/2015 Through 5/31/2015

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	259.20	3,102.40	3,327.00	6.75%
65100	DEFERRED RETIREMENT	0.00	32.29	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	13.72	133.00	89.68%
65600	PAYROLL TAX	19.82	260.52	255.00	(2.16)%
75170	RENT	650.00	7,150.00	8,190.00	12.70%
75180	UTILITIES	163.77	1,643.40	2,485.00	33.87%
75220	OFFICE SUPPLIES & EXPENSE	0.00	0.00	400.00	100.00%
75300	CONTRACTED SERVICES	53,144.62	60,704.62	88,085.00	31.08%
75350	ANIMAL CONTROL	113.00	1,243.00	1,925.00	35.43%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	1,000.00	100.00%
76110	TELEPHONE	81.46	944.01	1,630.00	42.09%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	102.19	0.00	0.00%
	Total Expense	<u>54,431.87</u>	<u>75,196.15</u>	<u>107,430.00</u>	<u>30.00%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
401 - Fire
From 5/1/2015 Through 5/31/2015

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
60900	HONORARIUMS	150.00	1,650.00	1,800.00	8.33%
75180	UTILITIES	46.84	457.00	1,150.00	60.26%
75190	DUES & MEMBERSHIP	35.00	35.00	35.00	0.00%
75280	TRAINING / EDUCATION	0.00	195.00	400.00	51.25%
75300	CONTRACTED SERVICES	2,250.00	3,894.00	25,160.00	84.52%
76110	TELEPHONE	30.48	216.74	300.00	27.75%
76140	RADIO & DISPATCH	0.00	0.00	450.00	100.00%
78120	STREET LIGHTING	0.00	36.13	0.00	0.00%
78140	VEHICLE FUEL & OIL	0.00	178.69	350.00	48.95%
78150	VEHICLE REPAIRS	0.00	211.68	2,500.00	91.53%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	7,820.08	10,500.00	25.52%
78190	MATERIALS, SUPPLIES & EQUIPMEN	313.11	1,273.43	2,500.00	49.06%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	100.54	400.00	74.86%
90000	Capital Reserves	(437.50)	0.00	0.00	0.00%
	Total Expense	<u>2,387.93</u>	<u>16,068.29</u>	<u>45,545.00</u>	<u>64.72%</u>

City of Trinidad
Statement of Revenues and Expenditures - GF Expense
501 - PW (Public Works)
From 5/1/2015 Through 5/31/2015

		<u>Current Month</u>	<u>Year to Date</u>	<u>Total Budget - Original</u>	<u>% of Budget</u>
Expense					
61000	EMPLOYEE GROSS WAGE	3,281.12	37,551.12	40,126.00	6.42%
61250	OVERTIME	0.00	0.00	500.00	100.00%
65100	DEFERRED RETIREMENT	330.96	3,729.22	4,296.00	13.19%
65200	MEDICAL INSURANCE AND EXPENSE	1,027.23	15,053.52	28,435.00	47.06%
65250	Health Savings Program	12.25	587.14	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	219.52	1,704.00	87.12%
65600	PAYROLL TAX	276.68	3,118.83	3,587.00	13.05%
65800	Grant Payroll Allocation	0.00	(2,913.71)	(500.00)	(482.74)%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	4,672.75	4,800.00	2.65%
71250	CITY ENGINEER - PROJECT FEES	0.00	537.00	6,000.00	91.05%
75160	LIBRARY RENT & LOCAL CONTRIB.	0.00	20.75	0.00	0.00%
75180	UTILITIES	0.00	164.98	0.00	0.00%
75220	OFFICE SUPPLIES & EXPENSE	0.00	38.27	0.00	0.00%
75240	BANK CHARGES	0.00	15.00	0.00	0.00%
75300	CONTRACTED SERVICES	5,373.99	8,383.00	31,500.00	73.39%
75370	UNIFORMS/PERSONAL EQUIP.	0.00	0.00	450.00	100.00%
76110	TELEPHONE	0.00	56.70	0.00	0.00%
76160	LICENSES & FEES	0.00	460.00	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	2,878.98	5,000.00	42.42%
78120	STREET LIGHTING	357.89	3,966.24	4,000.00	0.84%
78130	TRAIL MAINTENANCE	0.00	113.86	2,500.00	95.45%
78140	VEHICLE FUEL & OIL	466.68	3,779.39	4,700.00	19.59%
78150	VEHICLE REPAIRS	0.00	85.88	2,500.00	96.56%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	32,447.95	45,000.00	27.89%
78190	MATERIALS, SUPPLIES & EQUIPMEN	10,882.16	15,051.73	16,000.00	5.93%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	500.00	100.00%
	Total Expense	<u>22,008.96</u>	<u>130,018.12</u>	<u>201,098.00</u>	<u>35.35%</u>

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
204 - IWM
From 5/1/2015 Through 5/31/2015

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
47650	RECYCLING REVENUE	1,216.86	7,786.23	5,640.00	38.05%
56150	FRANCHISE FEES	0.00	6,250.29	7,000.00	(10.71)%
	Total Revenue	1,216.86	14,036.52	12,640.00	11.05%
Expense					
61000	EMPLOYEE GROSS WAGE	802.56	9,220.76	9,716.00	5.10%
65100	DEFERRED RETIREMENT	96.32	1,088.80	1,251.00	12.97%
65200	MEDICAL INSURANCE AND EXPENSE	275.28	4,058.28	7,302.00	44.42%
65250	Health Savings Program	3.50	167.24	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	54.88	344.00	84.05%
65600	PAYROLL TAX	68.76	777.32	767.00	(1.35)%
65800	Grant Payroll Allocation	0.00	(493.08)	0.00	0.00%
75120	WASTE RECYCLING PICKUP/DISPOSA	0.00	273.00	500.00	45.40%
75250	TRANSIT SERVICES- HTA	0.00	4,468.00	0.00	0.00%
78100	STREET MAINT/REPAIR/SANITATION	0.00	0.00	500.00	100.00%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	1,074.63	1,000.00	(7.46)%
	Total Expense	1,246.42	20,689.83	21,380.00	3.23%
	Net Income	(29.56)	(6,653.31)	(8,740.00)	(23.88)%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
601 - Water
From 5/1/2015 Through 5/31/2015

		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	4,000.00	(100.00)%
53090	OTHER MISCELLANEOUS INCOME	360.00	6,569.06	2,500.00	162.76%
57100	WATER SALES	24,846.39	273,024.15	305,000.00	(10.48)%
57300	NEW WATER HOOK UPS	0.00	0.00	3,000.00	(100.00)%
57500	WATER A/R PENALTIES	1,412.87	9,856.19	2,000.00	392.81%
	Total Revenue	26,619.26	289,449.40	316,500.00	(8.55)%
Expense					
61000	EMPLOYEE GROSS WAGE	6,219.18	72,253.15	79,032.00	8.58%
61250	OVERTIME	0.00	0.00	2,000.00	100.00%
65100	DEFERRED RETIREMENT	699.36	8,085.97	9,081.00	10.96%
65200	MEDICAL INSURANCE AND EXPENSE	2,049.90	26,968.71	42,045.00	35.86%
65250	Health Savings Program	21.77	1,063.32	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	425.32	3,229.00	86.83%
65600	PAYROLL TAX	529.44	6,120.29	6,871.00	10.93%
65800	Grant Payroll Allocation	0.00	(6,022.12)	(1,000.00)	(502.21)%
68200	INSURANCE - LIABILITY	0.00	3,421.95	4,755.00	28.03%
68300	PROPERTY & CASUALTY	0.00	1,914.50	2,305.00	16.94%
71110	ATTORNEY-ADMINISTRATIVE TASKS	0.00	0.00	500.00	100.00%
71210	CITY ENGINEER-ADMIN. TASKS	113.25	1,828.00	4,000.00	54.30%
71500	ACCOUNTANT-MEETINGS	0.00	256.55	0.00	0.00%
71510	ACCOUNTANT-ADMIN TASKS	0.00	4,916.54	5,950.00	17.37%
71620	AUDITOR-FINANCIAL REPORTS	0.00	6,615.00	6,615.00	0.00%
72100	BAD DEBTS	0.00	0.00	350.00	100.00%
75180	UTILITIES	962.21	9,577.34	15,835.00	39.52%
75190	DUES & MEMBERSHIP	250.00	2,705.50	700.00	(286.50)%
75200	MUNICIPAL/UPDATE EXPENSE	0.00	73.24	575.00	87.26%
75220	OFFICE SUPPLIES & EXPENSE	298.00	3,020.37	3,500.00	13.70%
75230	INTEREST EXPENSE	0.00	6.46	0.00	0.00%
75240	BANK CHARGES	0.00	0.00	150.00	100.00%
75280	TRAINING / EDUCATION	0.00	160.00	500.00	68.00%
75300	CONTRACTED SERVICES	0.00	0.00	7,000.00	100.00%
75990	MISCELLANEOUS EXPENSE	0.00	0.00	250.00	100.00%
76110	TELEPHONE	76.81	931.64	1,000.00	6.84%
76130	CABLE & INTERNET SERVICE	61.95	554.75	620.00	10.52%
76160	LICENSES & FEES	0.00	634.24	2,475.00	74.37%
78120	STREET LIGHTING	0.00	1,576.32	0.00	0.00%
78140	VEHICLE FUEL & OIL	58.59	992.26	2,500.00	60.31%
78150	VEHICLE REPAIRS	0.00	1,476.61	2,000.00	26.17%
78160	BUILDING REPAIRS & MAINTENANCE	0.00	0.00	1,200.00	100.00%
78170	SECURITY SYSTEM	0.00	328.75	500.00	34.25%
78190	MATERIALS, SUPPLIES & EQUIPMEN	122.13	1,812.57	6,000.00	69.79%
78200	EQUIPMENT REPAIRS & MAINTENANC	0.00	0.00	1,000.00	100.00%
79100	WATER LAB FEES	80.00	2,503.00	4,500.00	44.38%
79120	WATER PLANT CHEMICALS	1,763.17	6,728.16	12,000.00	43.93%
79130	WATER LINE HOOK-UPS	0.00	0.00	3,000.00	100.00%
79150	WATER LINE REPAIR	0.00	5,164.65	20,000.00	74.18%
79160	WATER PLANT REPAIR	0.00	6,574.00	10,000.00	34.26%
90000	Capital Reserves	0.00	0.00	15,000.00	100.00%
	Total Expense	13,305.76	172,667.04	276,038.00	37.45%

City of Trinidad
Statement of Revenues and Expenditures - Monthly Reports
701 - Cemetery
From 5/1/2015 Through 5/31/2015

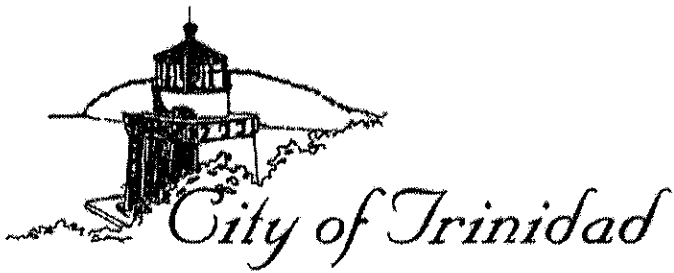
		Current Period Actual	Current Year Actual	Total Budget - Original	% of Budget
Revenue					
53020	INTEREST INCOME	0.00	0.00	900.00	(100.00)%
58100	CEMETERY PLOT SALES	115.00	10,749.83	7,500.00	43.33%
	Total Revenue	<u>115.00</u>	<u>10,749.83</u>	<u>8,400.00</u>	<u>27.97%</u>
Expense					
61000	EMPLOYEE GROSS WAGE	1,015.23	11,661.80	12,210.00	4.49%
65100	DEFERRED RETIREMENT	121.84	1,383.44	1,585.00	12.72%
65200	MEDICAL INSURANCE AND EXPENSE	352.50	5,122.66	9,336.00	45.13%
65250	Health Savings Program	4.35	205.32	0.00	0.00%
65300	WORKMEN'S COMP INSURANCE	0.00	68.60	528.00	87.01%
65600	PAYROLL TAX	87.00	987.78	1,132.00	12.74%
65800	Grant Payroll Allocation	0.00	(663.80)	(50.00)	(1,227.60)%
71210	CITY ENGINEER-ADMIN. TASKS	0.00	1,009.50	0.00	0.00%
75180	UTILITIES	42.29	611.46	700.00	12.65%
78190	MATERIALS, SUPPLIES & EQUIPMEN	0.00	3,642.46	1,000.00	(264.25)%
	Total Expense	<u>1,623.21</u>	<u>24,029.22</u>	<u>26,441.00</u>	<u>9.12%</u>
	Net Income	<u>(1,508.21)</u>	<u>(13,279.39)</u>	<u>(18,041.00)</u>	<u>(26.39)%</u>



CONSENT AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

2. Correspondance – Accept and File Letter submitted to the Board Of Supervisors Re: General Plan Land Use Map Designations in the Luffenholtz Creek Watershed.



June 22nd, 2015

Dear Supervisor Sundberg and fellow Supervisors,

The City of Trinidad urges the Humboldt County Board of Supervisors to act cautiously in considering proposed zoning changes that would increase the development potential and potential water pollution sources in the watershed of Luffenholtz Creek. Two watershed parcels in the current draft Plan are proposed to be reduced from 20 acre minimums to 2.5-5 acre minimums.

The City believes that any reduction in the minimum parcel size in this watershed should be only be considered if it is accompanied by strict and enforceable conditions to fully protect the water supply and avoid contributing to water pollution. This recommendation reflects the findings of the Trinidad-Westhaven Integrated Coastal Watershed Management Plan, and the Watershed Council that is working to implement the Plan.

The surface water of Luffenholtz creek is the sole water source for the City of Trinidad, the Trinidad Rancheria, and many citizens outside the City served by our water system. This is a very small watershed with limited supply, and known water quality challenges. We are in a severe drought, and the City just last month declared a formal drought emergency asking our water customers to reduce their consumption, limiting watering to two days a week, and placing many other restrictions on water use. The City is required by our water rights to maintain minimum flows past our Water Plant for wildlife and downstream users. If the creek gets too low, the City will have to reduce or even cease our withdrawals, creating major hardship for the City and Rancheria, to the extent of trucking in water for everyday use.

The water supply issues related to additional development in the Luffenholtz watershed were studied extensively as part of the previous Moss Subdivision of former TPZ lands. That process resulted in the current parcel sizes, concluded that the Luffenholtz water supply was approaching its limits, and suggested that any new development in this area should be required to: 1) collect and store winter rainwater, and 2) forbear pumping from the Creek and its tributaries during the dry season. (see supplemental EIR for Moss Subdivision)

The City sees these as minimum requirements, and urges you to place the burden of demonstrating adequate supply and pollution avoidance measures on those who wish to pursue further subdivision, rather than increasing the ease of development by reducing minimum parcel sizes through the General Plan Update. Please help insure that the sole water source for the City of Trinidad and the Trinidad Rancheria are adequately protected as you consider proposed changes to the Land Use Maps and the General Plan for the Luffenholtz Creek watershed.

Sincerely,

A handwritten signature in dark ink, appearing to read "Daniel Berman". The signature is fluid and cursive, with the first name "Daniel" and last name "Berman" clearly distinguishable.

Daniel Berman
City Manager

cc: Trinidad City Council
 Trinidad Rancheria Tribal Council
 Trinidad-Westhaven Watershed Council
 Humboldt County Board of Supervisors
 Humboldt County Planning Dept – General Plan Update staff
 Westhaven Community Services District



CONSENT AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: ²/₀ PAGES

3. Authorize County Recording of 2013 Library Lease between the City and the Trinidad Coastal Land Trust.

~~Supporting documents were not prepared or submitted by the publishing deadline~~

CONSENT AGENDA ITEM

Date: June 30th 2015

Item: Authorize County Recording of 2013 Library Lease between the City and the Trinidad Coastal Land Trust

Background: The City and the Trinidad Coastal Land Trust entered into a long term lease for the Library building at Saunders Park in 2013. This was never recorded at the County, and both parties would like to see it recorded. In order to do so the County requires that the City formally document their agreement with the attached form. (the final section at the bottom of the form)

Staff Recommendation:

Confirm the City's desire to have this lease recorded and authorize the Mayor to sign.

Attachments: Recording request form, including City Acceptance of Recordation

City of Trinidad is Requesting Exemption from Recording Fees per Gov. Code Section 27383

RECORDING REQUESTED BY City of Trinidad

WHEN RECORDED MAIL TO
AND MAIL TAX STATEMENTS TO:

City of Trinidad
409 Trinity St
PO Box 390
Trinidad, CA 95570

(Title of Document)

APN NO.

THE UNDERSIGNED GRANTOR(s) DECLARE(s)

DOCUMENTARY TRANSFER TAX is \$ NA-Exempt, if exempt, give Code Section: 11922

☐ Computed on full value of property conveyed, or

☐ Computed on full value less value of liens or encumbrances remaining at time of sale,

☐ Unincorporated Area

Signature of party determining Transfer tax

CERTIFICATION OF APPROVAL OF RECORDATION BY THE CITY OF TRINIDAD

This is to certify that the interest in real property conveyed by the deed or grant dated _____ from the Trinidad Coastal Land Trust (grantor) to the City of Trinidad (grantee) is hereby accepted by order of the City Council of the City of Trinidad, California, approved on June 30th 2015, and the grantee consents to recordation thereof by its duly authorized officer.

Dated _____

By _____



DISCUSSION AGENDA ITEM 1

SUPPORTING DOCUMENTATION FOLLOWS WITH: 13 PAGES

1. Report on Community Goals Survey Results

AGENDA ITEM

Date: June 30th 2015

Item: Receive Presentation and Accept Report of Community Goals Survey Results.

Summary: A Community Goals and Projects meeting was held this spring that captured a wide range of project ideas and goals from the community members that attended. A subsequent effort encouraged people to prioritize among the over 100 separate ideas captured at the initial meeting. 60 ballots were received and tallied. As the ballots asked people to list their top 14 items in order, the votes for each were recorded as worth 14 points for a #1 ranking, down to 1 point for a #14 ranking.

The top 20 ranked items are listed below, along with the points they received in the prioritization and Staff's attempt at grouping ideas by category:

Project Ideas from Spring 2015 Community Goals Meeting	Total Rank Score	Category
Increase sheriff department time/presence. Have deputy be more proactive in enforcing rules and regulations. 7 days/week police presence, especially at night (9pm-5am)	186	Public safety
Protect water quality, and develop long-term plan for water, ensuring adequate and safe water supply for future generations.	177	Freshwater Resources
Increase live in : vacation ratio	172	Community Character (VDU)
Preserve forest around strawberry rock. Pressure Green Diamond to cancel two timber harvest plans around strawberry rock.	165	Strawberry Rock/Forestry
Return city to a community of residents—moratorium on vacation rentals and phase out—decide on limit	159	Community Character (VDU)
Keep people from camping on city property, especially museum, library and city park	147	Transients
Photo-Voltaic Solar Panels (PV) on City Buildings	143	Environment/Climate
Protect and enhance the fishing village qualities that remain	138	Community Character
Kids have a skatepark supported by our community	135	Parks
Keep forests intact to increase O2 and decrease CO2, aka lungs of the earth. Maintains water quality. Increases biodiversity, habitat, native flora.	120	Forest-Parks
Have more library hours	116	Library
Build/improve relationships with local tribes Respect indigenous people and land. Honor indigenous cultures and sacred sites	116	Native American Partners
Encourage more basic commercial facilities (laundromat, ...)	114	Community Character
Regularly pick up litter	109	Community Character
Liberate Trinidad's Head open space from the commercial cellular communication facility	103	Views - T Head Cell Tower
Save surrounding forest from clear cutting	101	Forestry

Restored Luffenholtz Creek watershed. Upstream restoration, drought-resistant re-vegetation, develop plan for groundwater recharge. Engage with all landholders. "What if Luffenholtz Creek goes dry?"	96	Freshwater Resources
Forest stewardship should drive decision making	91	Forestry
Be examples of health forests, watersheds and biodiversity	88	Forestry
Reduce transient population	86	Transients

The prioritization ballot results are included as Attachment A to this report.
The entire list of ideas generated is included as Attachment B to this staff report.

The results of this effort will be carried forward by Staff, Council, and the Community, and some of the priority projects are already reflected in the proposed 2015-16 City Budget. Some of those actions are highlighted in the following Table:

Category/Idea	Action Plan
Public Safety and Transients	City staff will organize a community Public Safety meeting this summer with the Sheriff's Office and County staff to coordinate Neighborhood Watch efforts; discuss changes occurring in the Sheriff's Office, improve the connection between the City and County Social Services, and develop next steps.
Water Supply and Water Quality	The City is purchasing new leak detection equipment to identify and prioritize water lines for replacement/repair. The City is implementing a permanent system for mandatory low flow monitoring on Luffenholtz Creek The City will be actively engaged with partners to investigate alternate water supply and storage options over the coming year The new stormwater Ordinance will help protect water quality The City anticipates applying for another significant grant in the coming year to fully eliminate our discharge to Trinidad Bay
Community Character (VDU)	An urgency ordinance to put a temporary halt on further conversion of residences to vacation rentals is on the City Council Agenda for June 30 th .
Trails/Parks	The City will work with the community to restart a volunteer trails maintenance effort. The budget has additional funds for trail maintenance in the coming year.
Native American Partners	The City is actively working to peacefully resolve the lawsuit between the City and the Tsurai Ancestral Society. The City is budgeting significant funds to help implement the Tsurai Management Plan in the coming year. The City has significantly improved our notification process to ensure our Native American Partners have full and early notice of any ground disturbing activities that may warrant a cultural monitor. The City recently established a Liason Committee between the City Council and the Trinidad Rancheria Tribal Council
Forests	The City will attempt to engage the County in the ongoing conversation regarding a trail and easement or purchase associated with Strawberry Rock. The County is a key partner as the entire area is outside City Limits.

Issue #	Project Ideas from Spring 2015 Community Goals Meeting	Total Rank Score
76	Increase sheriff department time/presence. Have deputy be more proactive in enforcing rules and regulations. 7 days/week police presence, especially at night (9pm-5am)	186
104	Protect water quality, and develop long-term plan for water, ensuring adequate and safe water supply for future generations.	177
35	Increase live in : vacation ratio	172
100	Preserve forest around strawberry rock. Pressure Green Diamond to cancel two timber harvest plans around strawberry rock.	165
43	Return city to a community of residents—moratorium on vacation rentals and phase out—decide on limit	159
85	Keep people from camping on city property, especially museum, library and city park	147
15	Photo-Voltaic Solar Panels (PV) on City Buildings	143
37	Protect and enhance the fishing village qualities that remain	138
7	Kids have a skatepark supported by our community	135
117	Keep forests intact to increase O2 and decrease CO2, aka lungs of the earth. Maintains water quality. Increases biodiversity, habitat, native flora.	120
12	Have more library hours	116
53	Build/improve relationships with local tribes Respect indigenous people and land. Honor indigenous cultures and sacred sites	116
48	Encourage more basic commercial facilities (laundromat, ...)	114
1	Regularly pick up litter	109
41	Liberate Trinidad's Head open space from the commercial cellular communication facility	103
99	Save surrounding forest from clear cutting	101
106	Restored Luffenholtz Creek watershed. Upstream restoration, drought-resistant re-vegetation, develop plan for groundwater recharge. Engage with all landholders. "What if Luffenholtz Creek goes dry?"	96
98	Forest stewardship should drive decision making	91
119	Be examples of health forests, watersheds and biodiversity	88
83	Reduce transient population	86
42	Sustain a healthy balance between city, family residences, vacation rentals, and commercial rental businesses. Fear is that VRBOs will continue to displace family homes and long-term family rental units	85
44	Provide affordable housing for families (to keep kids in town) and senior housing	81
55	Land return to Tsurai	80
38	Embrace the past—historical, cultural, fishing village—while looking forward to the future	78
22	Improve Van Wycke Trail—purchase easements?	77
27	Trail and vegetation management on all trails	77
61	Develop a maintenance project which would engage the whole community to fix Axel Lundgren Memorial Trail and 12.5 acre s TSA. A work party to trim, clean, maintain entire bluff, including village site so Tsurai Ancestral, Yurok Tribe, and Trinidad Rancheria, and all of Trinidad, all feel the area is respected and loved. Volunteers would probably make themselves available to assist in trimming, especially berry vines	76
6	Vegetation and historic tree protection projects	75
16	Develop ordinance to encourage PV for home owners	75

30	Address issues on Scenic Drive to improve it for bikers, pedestrians, vehicles and one lane roads, emergency routes	74
31	Underground wires and remaining utility poles and complete the street light project	74
50	Work with county to plan for homeless and transients	73
2	Maintain the garden beautification areas at freeway gateway and around parking areas in Town, at Saunders Park	69
57	Promote the importance of the Tsurai and educate the community on their heritage. Build ongoing appreciation of Native cultures, heritage, contributions	69
21	Prune Trinidad Head trail to improve views	68
4	Remove ivy from city property, i.e. cemetery	62
107	Develop additional storage. One million gallon storage tanks "underground," cisterns	62
26	Identify all trails by signs and maintain accessibility	61
72	Partner with Rancheria for additional security, i.e. patrolling security guard	57
90	Old Wagon Road Trail—make it happen!	56
114	Upgrade septic systems that are failing	56
23	Develop a Trinidad Lighthouse to Lighthouse Trail (memorial to BLM) and use as a marketing promotional for tourists	55
32	Develop a Trinidad Boardwalk along existing bench/vista area above memorial lighthouse. Could include interpretive signs, telescopes, trail map to BLM lighthouse. Provides history, engagement and a destination for visitors and locals to enjoy. Could include making Edwards one-way street from Trinity to Wagner	50
3	Enhance the entrance to Trinidad by moving the large whale sculpture that is on the north side of Main Street to north east corner of Main and Patrick Point Dr. I understand the sculpture is for sale	49
34	Provide municipal WiFi or internet (as in Chatanooga TN)	49
59	Teamwork—partnering with Native American neighbors, State Parks, Museum, library, Land Trust, Cal Fire, business community, school, civic, city to leverage our individual capabilities, and meet regularly	49
95	Increase city income from vacation rentals	49
51	Create a place where homeless (an possibly mental ill/addicted) travelers can easily interface with county DHHS social workers for help (avoiding thefts, etc)	48
58	Reconciliation with Native American heritage and people	48
75	Video surveillance at multiple sites	48
82	Review city's emergency plan. Coordinate with all stakeholder—residents, businesses, school, Tribes	48
5	Increase native plants in the museum garden and around town	47
20	Resurrect Trails Steward Group—partner with school and Land Trust	46
8	Building a site that informs people of the 1st indigenous inhabitants of the land	45
60	Bring an end to the bickering and threatened lawsuits, and lawsuits waved would be a hugely desirable outcome for everyone—new and ancient residents of the area	44
86	Fair and consistent enforcement of existing ordinances, especially trees, trails, and signs.	44
11	Create a safe, recreational area for families and young children since school is off limits 9am-5pm M-F. Toddler playground	43
18	Lobby for faster Hammond Trail extension	43
69	Develop community garden	43
14	Signage clean-up	42
28	Develop a trail to Strawberry Rock.	42

77	Develop speed bumps/traffic calming plan for city	42
118	Plant more trees to prepare for the future	42
68	Support a "village" project for senior aging in place	40
25	Better, intelligent, informative trail and park signage for all trails. Web site support as well as brochures and maps	39
36	More small homes, single family homes	39
40	Showcase natural surroundings—choose muted colors and unobtrusive structures during design review	39
112	Explore possibility of Mad River water lines to Trinidad and North	39
56	Fixing what happened between Tsurai and Trinidad regarding the lighthouse	38
84	Investigate resources available in other cities in an effort to develop a plan for Trinidad	38
9	Improve maintenance at Saunder's Park. Develop Friends of Saunder's Park?	36
62	Take the American flag down at the town hall to not perpetuate colonialism	35
91	Have a long-term plan to develop a balanced budget to ensure fiscal stability (3-5 years?)	35
129	Develop new, annual events that promote arts and other events	35
74	Expand/continue Neighborhood Watch in local neighborhoods, include businesses	34
10	Build a community center	33
63	Leave the American flag in place at town hall, lighthouse and at school	33
52	Create a list of services for referrals	31
122	Take best advantage of our natural beauty, as Trinidad's attractiveness centers on the natural surroundings. That is our tourism draw. Promote and market Trinidad's amazing coastal rocks and vistas/trails via a destination attraction	30
39	View-shed protection from public areas, i.e. streets, parking areas	29
103	Develop multi use trails—hiking, biking, rock climbing, birding, wellbeing	24
116	Be proactive regarding climate change. Address climate change at a relevant scale (do our part). We are all in this together.	23
49	Develop youth-friendly projects for residents and families to encourage, welcome and invite youth.	22
54	Community-organized projects to build trust and relationships between Tsurai Ancestral Society, Rancheria, Yurok Tribe, and the City.	22
87	Focus on existing ordinances and limit putting forth any new ones due to limited city staffing	22
24	Install accessible viewpoints for tourists to utilize the beauty of the area	21
108	Streamline water catchment tank permitting for residents	21
111	Have hydration station in town and more drinking fountains	21
131	Jazz festival	21
110	Eliminate the city's stormwater discharge from Trinidad Bay	20
123	Develop a mission statement/vision regarding Trinidad's scenic/cultural resources to help us promote and protect our resources	20
80	Develop bike lanes	19
97	Plan ahead for sales tax expiration—renew sales tax?	19
46	Create a place where old/young, new/long-time, rich/poor are treated with respect	18
47	Determine a guiding principle—balance between the interests of residents of Trinidad and business interests which capitalize on town's setting—in order to maintain the town and surrounding environment	18
66	Quarterly or seasonal community potluck event promoting community betterment	17
73	Develop SCOP volunteer base	17

79	Replace all streetlights with like poles	17
134	Promote venues for fine arts	16
113	Increase recycling containers in public places	15
29	Write a grant to improve Scenic Drive based on protecting Trinidad Bay	14
101	Develop a docent program. It is an ecotourism opportunity	14
17	Support PACE, Property Assessed Clean Energy	13
67	Have broad civic engagement	13
102	Link to California Coastal National Monument	13
105	Improve water conservation.	13
115	Provide environmental sustainability mitigation funding for removal of septic tanks, pollution of ASBS, help of residential septic upgrades	13
70	Trinidad promotes itself as a destination for people to visit and engage with CA coastal trails, vistas, natural environments/beaches via a "Trinidad Boardwalk" or a Lighthouse trail	12
19	Create or support an online interactive trail guide	10
132	Support heritage arts music	10
45	Maintain balance in low/med/high income housing options	9
93	Develop 3-year budget projections as part of the annual budget	9
71	Develop a city newsletter	7
121	Develop workshops on native plants and conferences on how native plants help decrease global warming	7
65	Develop a skills/needs match-making volunteer network	6
94	Evaluate Revenue Sources	6
88	Finish sign ordinance process. Budget staff time to do it	5
125	Create a detailed list of and map of points of interest in Trinidad and surrounding area. (The existing one leaves out areas)	5
64	Provide annual opportunities for input from the community	4
120	Prepare for sea level rising	4
33	Develop a zoning/planning/building permit flow chart that is displayed in City Hall	3
126	Increase city efforts to build infrastructure of natural resource recreation and market it as an eco-destination	3
13	Provide bike rack at the library	2
92	Direct staff to plan for and include long-term costs for projects, e.g. infrastructure projects should include post-project (ongoing) costs for staff, maintenance	2
137	Move whale sculpture to Cal Trans lot where bike locker was formerly	1
78	Investigate safe routes to school funding	0
81	Re-paint the pedestrian crosswalks	0
89	Staff present real plan with budget and time to complete sign ordinance process	0
96	Consider TOT rate via council	0
109	Get a handle on water distribution system	0
124	Communicate the mission/vision statement via smartphone technology	0
127	Funding outreach for eco-tourism	0
128	Make city contribution to Humboldt County Convention and Visitors Bureau	0
130	Host tennis tournaments and bocce ball tournaments	0
133	"Trinidad, not Tobago" Festival with fans	0
135	Communicate about events via smartphone technology	0
136	Develop marquis on Town Hall	0

City of Trinidad
Project Ideas from Spring 2015 Community Goals Meeting

A. INFRASTRUCTURE GOALS AND PROJECTS

Maintain/beautify/Improve Entrance to Trinidad and other areas of town

1. Regularly pick up litter
2. Maintain the garden beautification areas at freeway gateway and around parking areas in Town, at Saunders Park
3. Enhance the entrance to Trinidad by moving the large whale sculpture that is on the north side of Main Street to north east corner of Main and Patrick Point Dr. I understand the sculpture is for sale
4. Remove ivy from city property, i.e. cemetery
5. Increase native plants in the museum garden and around town
6. Vegetation and historic tree protection projects

Improve Community Spaces/ youth-friendly facilities

7. Kids have a skatepark supported by our community
8. Building a site that informs people of the 1st indigenous inhabitants of the land
9. Improve maintenance at Saunder's Park. Develop Friends of Saunder's Park?
10. Build a community center
11. Create a safe, recreational area for families and young children since school is off limits 9am-5pm M-F. Toddler playground
12. Have more library hours
13. Provide bike rack at the library
14. Signage clean-up

Encourage solar PV—Town Hall and residential homes

15. Photo-Voltaic Solar Panels (PV) on City Buildings
16. Develop ordinance to encourage PV for home owners
17. Support PACE, Property Assessed Clean Energy

Trails and viewpoints development/ improvement

18. Lobby for faster Hammond Trail extension
19. Create or support an online interactive trail guide
20. Resurrect Trails Steward Group—partner with school and Land Trust

21. Prune Trinidad Head trail to improve views
22. Improve Van Wycke Trail—purchase easements?
23. Develop a Trinidad Lighthouse to Lighthouse Trail (memorial to BLM) and use as a marketing promotional for tourists
24. Install accessible viewpoints for tourists to utilize the beauty of the area
25. Better, intelligent, informative trail and park signage for all trails. Web site support as well as brochures and maps
26. Identify all trails by signs and maintain accessibility
27. Trail and vegetation management on all trails
28. Develop a trail to Strawberry Rock.

Improve Scenic Drive

29. Write a grant to improve Scenic Drive based on protecting Trinidad Bay
30. Address issues on Scenic Drive to improve it for bikers, pedestrians, vehicles and one lane roads, emergency routes
31. Underground wires and remaining utility poles and complete the street light project
32. Develop a Trinidad Boardwalk along existing bench/vista area above memorial lighthouse. Could include interpretive signs, telescopes, trail map to BLM lighthouse. Provides history, engagement and a destination for visitors and locals to enjoy. Could include making Edwards one-way street from Trinity to Wagner
33. Develop a zoning/planning/building permit flow chart that is displayed in City Hall
34. Provide municipal WiFi or internet (as in Chatanooga TN)

B. Community Character Goals & Projects

Protect fishing village and small town feel

35. Increase live in : vacation ratio
36. More small homes, single family homes
37. Protect and enhance the fishing village qualities that remain
38. Embrace the past—historical, cultural, fishing village—while looking forward to the future

Protect view-shed/unobtrusive structures

39. View-shed protection from public areas, i.e. streets, parking areas
40. Showcase natural surroundings—choose muted colors and unobtrusive structures during design review
41. Liberate Trinidad's Head open space from the commercial cellular communication facility

Work towards balance in the community between: Old/Young; Vacation/Residents; Affordable; Families; "VDU" limitations

42. Sustain a healthy balance between city, family residences, vacation rentals, and commercial rental businesses. Fear is that VRBOs will continue to displace family homes and long-term family rental units
43. Return city to a community of residents—moratorium on vacation rentals and phase out—decide on limit
44. Provide affordable housing for families (to keep kids in town) and senior housing
45. Maintain balance in low/med/high income housing options
46. Create a place where old/young, new/long-time, rich/poor are treated with respect
47. Determine a guiding principle—balance between the interests of residents of Trinidad and business interests which capitalize on town's setting—in order to maintain the town and surrounding environment
48. Encourage more basic commercial facilities (laundromat, ...)
49. Develop youth-friendly projects for residents and families to encourage, welcome and invite youth.

Recognize needs of homeless, transients

50. Work with county to plan for homeless and transients
51. Create a place where homeless (an possibly mental ill/addicted) travelers can easily interface with county DHHS social workers for help (avoiding thefts, etc)
52. Create a list of services for referrals

C. Community Engagement Goals & Projects

Respect and Honor indigenous people, culture, and land.

53. Build/improve relationships with local tribes Respect indigenous people and land. Honor indigenous cultures and sacred sites.
54. Community-organized projects to build trust and relationships between Tsurai Ancestral Society, Rancheria, Yurok Tribe and the City
55. Land return to Tsurai
56. Fixing what happened between Tsurai and Trinidad regarding the lighthouse
57. Promote the importance of the Tsurai and educate the community on their heritage. Build ongoing appreciation of Native cultures, heritage, contributions
58. Reconciliation with Native American heritage and people
59. Teamwork—partnering with Native American neighbors, State Parks, Museum, library, Land Trust, Cal Fire, business community, school, civic, city to leverage our individual capabilities, and meet regularly
60. Bring an end to the bickering and threatened lawsuits, and lawsuits waved would be a hugely desirable outcome for everyone—new and ancient residents of the area

61. Develop a maintenance project which would engage the whole community to fix Axel Lundgren Memorial Trail and 12.5 acres TSA. A work party to trim, clean, maintain entire bluff, including village site so Tsurai Ancestral, Yurok Tribe, and Trinidad Rancheria, and all of Trinidad, all feel the area is respected and loved. Volunteers would probably make themselves available to assist in trimming, especially berry vines
62. Take the American flag down at the town hall to not perpetuate colonialism
63. Leave the American flag in place at town hall, lighthouse and at school
64. Provide annual opportunities for input from the community
65. Develop a skills/needs match-making volunteer network

Trinidad as a role model as a sustainable, abundant and thriving community working together as a big family.

66. Quarterly or seasonal community potluck event promoting community betterment
67. Have broad civic engagement
68. Support a "village" project for senior aging in place
69. Develop community garden
70. Trinidad promotes itself as a destination for people to visit and engage with CA coastal trails, vistas, natural environments/beaches via a "Trinidad Boardwalk" or a Lighthouse trail
71. Develop a city newsletter

D. Public Safety

Increase law enforcement

72. Partner with Rancheria for additional security, i.e. patrolling security guard
73. Develop SCOP volunteer base
74. Expand/continue Neighborhood Watch in local neighborhoods, include businesses
75. Video surveillance at multiple sites
76. Increase sheriff department time/presence. Have deputy be more proactive in enforcing rules and regulations. 7 days/week police presence, especially at night (9pm-5am)

Improve pedestrian safety, bike

77. Develop speed bumps/traffic calming plan for city
78. Investigate safe routes to school funding
79. Replace all streetlights with like poles
80. Develop bike lanes
81. Re-paint the pedestrian crosswalks

Plan for natural disaster safety

- 82. Review city's emergency plan. Coordinate with all stakeholder—residents, businesses, school, Tribes

Address issues related to transient population

- 83. Reduce transient population
- 84. Investigate resources available in other cities in an effort to develop a plan for Trinidad
- 85. Keep people from camping on city property, especially museum, library and city park

E. Fiscal Stability and General Governance Goals & Projects

- 86. Fair and consistent enforcement of existing ordinances, especially trees, trails, and signs.
- 87. Focus on existing ordinances and limit putting forth any new ones due to limited city staffing
- 88. Finish sign ordinance process. Budget staff time to do it
- 89. Staff present real plan with budget and time to complete sign ordinance process
- 90. Old Wagon Road Trail—make it happen!
- 91. Have a long-term plan to develop a balanced budget to ensure fiscal stability (3-5 years?)
- 92. Direct staff to plan for and include long-term costs for projects, e.g. infrastructure projects should include post-project (ongoing) costs for staff, maintenance
- 93. Develop 3-year budget projections as part of the annual budget
- 94. Evaluate Revenue Sources
- 95. Increase city income from vacation rentals
- 96. Consider TOT rate via council
- 97. Plan ahead for sales tax expiration—renew sales tax?

E. Environmental Sustainability Goals & Projects**Forest Preservation**

- 98. Forest stewardship should drive decision making
- 99. Save surrounding forest from clear cutting
- 100. Preserve forest around strawberry rock. Pressure Green Diamond to cancel two timber harvest plans around strawberry rock

- 101. Develop a decent program. It is an ecotourism opportunity
- 102. Link to California Coastal National Monument
- 103. Develop multi use trails—hiking, biking, rock climbing, birding, wellbeing

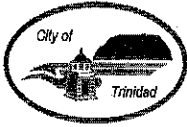
Protect Water Quality and Supply

- 104. Protect water quality, and develop long-term plan for water, ensuring adequate and safe water supply for future generations.
- 105. Improve water conservation.
- 106. Restored Luffenholtz Creek watershed. Upstream restoration, drought-resistant re-vegetation, develop plan for groundwater recharge. Engage with all landholders. "What if Luffenholtz Creek goes dry?"
- 107. Develop additional storage. One million gallon storage tanks "underground," cisterns
- 108. Streamline water catchment tank permitting for residents
- 109. Get a handle on water distribution system
- 110. Eliminate the city's stormwater discharge from Trinidad Bay
- 111. Have hydration station in town and more drinking fountains
- 112. Explore possibility of Mad River water lines to Trinidad and North
- 113. Increase recycling containers in public places
- 114. Upgrade septic systems that are failing
- 115. Provide environmental sustainability mitigation funding for removal of septic tanks, pollution of ASBS, help of residential septic upgrades
- 116. Be proactive regarding climate change. Address climate change at a relevant scale (do our part). We are all in this together.
- 117. Keep forests intact to increase O₂ and decrease CO₂, aka lungs of the earth. Maintains water quality. Increases biodiversity, habitat, native flora.
- 118. Plant more trees to prepare for the future
- 119. Be examples of health forests, watersheds and biodiversity
- 120. Prepare for sea level rising
- 121. Develop workshops on native plants and conferences on how native plants help decrease global warming

F. Other Goals & Projects

- 122. Take best advantage of our natural beauty, as Trinidad's attractiveness centers on the natural surroundings. That is our our tourism draw. Promote and market Trinidad's amazing coastal rocks and vistas/trails via a destination attraction

123. Develop a mission statement/vision regarding Trinidad's scenic/cultural resources to help us promote and protect our resources
124. Communicate the mission/vision statement via smartphone technology
125. Create a detailed list of and map of points of interest in Trinidad and surrounding area. (The existing one leaves out areas)
126. Increase city efforts to build infrastructure of natural resource recreation and market it as an eco-destination
127. Funding outreach for eco-tourism
128. Make city contribution to Humboldt County Convention and Visitors Bureau
129. Develop new, annual events that promote arts and other events
130. Host tennis tournaments and bocce ball tournaments
131. Jazz festival
132. Support heritage arts music
133. "Trinidad, not Tobago" Festival with fans
134. Promote venues for fine arts
135. Communicate about events via smartphone technology
136. Develop marquis on Town Hall
137. Move whale sculpture to Cal Trans lot where bike locker was formerly



DISCUSSION AGENDA ITEM 2

SUPPORTING DOCUMENTATION FOLLOWS WITH: 2 PAGES

2. Appoint Committee for Community Design Awards

Item: Establish a Committee of the Council with the task of recognizing quality community design.

Background: Trinidad has an active citizenry in countless ways. Residents care about their community and work to maintain attractive landscaping, housing, retail and community spaces. We presented these original designations in 2011.

It is easy to look at what is missing, what doesn't work and where the messes are. It is, therefore, important to recognize Good Work of a community. By doing so, we recognize the talents and efforts of our citizenry. This process would recognize work of citizens to enhance the visual appearance of the village and improve first impressions of visitors.

Trinidad's "Shared Community Vision Statement" emphasizes "Trinidad as a rural, coastal community nestled in the forest along the Pacific...is clean and well-maintained...there are small shops in a quaint rural business district. "

Proposal:

A citizen's committee of five members, selected by the Council will meet to determine which residents, households and businesses best achieve high standards of design reflecting the values of the Village of Trinidad.

Categories for awards:

- Outstanding Alley Design and Maintenance
- Outstanding Retail Store and Landscaping Design
- Outstanding Commercial Signage
- Outstanding "Fishing Village" Exterior Remodel
- Outstanding Secondary Unit Design
- Outstanding Coastal and Native Plant Landscaping
- Outstanding Energy Efficiency Remodel
- Outstanding Vacation Dwelling Unit Design

Pool of possible awardees:

Locations within the City limits of Trinidad.

Process for selection:

There will be no official nomination process, although residents are encouraged to suggest candidates/addresses for consideration. Names and addresses of potential awardees may be submitted to the Design Award Committee for consideration.

Committee members will individually tour/walk the City of Trinidad in order to consider all potential award candidates. Members will gather information and bring to the committee for consideration.

Awards will be made at a City Council Meeting within two months of appointment of the Award Committee. Awardees will be invited to attend. Digital images of award winners will be included during the presentation.

Qualities of Design and Trinidad Village Enhancement for the Committee to consider:

Community Enhancement:

- Enhances the sense of community pride
- Strengthens self-image and identity of Trinidad
- Increases potential for community/family/individual participation

Human Scale and Richness:

- Appeals to the intellect, emotions, senses and spirit
- Pleasing to the eye and mind

Environmental Sensitivity:

- Connects to its surroundings
- Improves the quality of the environment of which it is a part

Urban Greenscape:

- Protects and adds to native habitats, natural landforms, nature space, and connecting pathways

Sustainability:

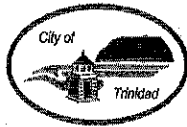
- Addresses energy use as well as economic, social, cultural and ecological concerns
- Contributes to wise and responsible use of natural resources

Regional Character:

- Helps people understand the significance of this area including its natural and cultural history
- Retains and enhances nature views, natural aesthetics, sacred areas, and historic sites that define the Trinidad region

Resources: Trinidad's Draft General Plan, Vision Statement and City of Spokane's "15 Qualities of Good Design"

Suggested Action: Each Council Member suggests potential members for the five-member Design Recognition Committee. Five members will be invited to participate in the process and to bring recommendations back to the Council.



DISCUSSION AGENDA ITEM 3

SUPPORTING DOCUMENTATION FOLLOWS WITH: 23 PAGES

3. Consider Adoption of Final Budget for Fiscal Year 2015-2016

DISCUSSION/ACTION AGENDA ITEM

Date: June 30, 2015

Item: Public Hearing to adopt the FY 2015-16 Budget

Background: The proposed FY 2015-16 City of Trinidad budget is hereby presented to the Council for adoption. A public meeting that included a presentation of the draft budget was held on May 20, 2015. At that meeting your Council generally supported the proposed presentation.

Detailed sheets showing the Budgeted Revenue and Expenses for different City Program Areas are attached. A brief summary of the overall budget and highlighted items follows.

Summary Budget Numbers and Highlights

Expected General Fund Revenue: \$ 581,485

Expected General Fund Expenditures:

Administration	\$ 322,433
Police	\$ 106,181
Fire	\$ 34,370
Public Works	\$ 161,904

Expected Total General Fund Expenses:	\$ 624,887
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Difference (Deficit) \$ 43,403

The projected deficit for FY 2015-16 will be more than covered by a net General Fund Surplus in the current year just ending. The projected deficit may not be realized, based on the last few years where a projected deficit became an actual surplus by year end.

While the FY2014-15 Budget projected a deficit as well, based on numbers to date we expect a net surplus of ~ \$ 75,000. This surplus arises from a combination of 'real' savings, where expenses were substantially less than anticipated, and unfinished projects which are being carried forward into the current year. The City is maintaining its goal of a General Fund balance of around \$1 million, which has been essential for cash flow purposes, especially given the City's heavy reliance on grants which are retroactively reimbursed.

Personnel:

- Continuation of 6.025 full time equivalent (FTE) positions with Grant Manager allocated 25% to General Fund (\$17,500) and 14% to the Water Fund (\$10,000).
- Funding for 3% across the board salary adjustments plus a six month 2.5% promotional progression for eligible employees in accordance with the procedures set forth in the Employee Policies Manual
- Medical insurance factored at a 12% increase January 2015. (This is a guessing game)

General Fund Revenues

- Status quo most revenue sources with slight increases.
- Sales tax is highest revenue source at \$200,000, and half of that being the voter approved additional ¼% sales tax add-on.
- Transient Occupancy Taxes estimated at \$120,000.
- Property Taxes estimated at \$97,500.
- Reflects transfer-in of \$30,000 gas taxes and transportation development act funds to offset transportation related expenses and pro-rated salaries of public works employees working on road-related activities.

General Fund Administration (1.6 FTE)

This budget unit funds pro-rated employee salaries, liability, property and casualty insurance, contracted planner, building official, attorney, financial contractor, bookkeeper, auditor, lease of city annex and new library, utility costs, distribution of transient occupancy taxes (TOT), office supplies

The City will continue to distribute 12% of our Transient Occupancy Tax Revenue back to local entities as follows: Chamber of Commerce 60%; Museum 30%; Library 10%. Reports from those entities on use of these funds in the prior year are attached.

- Attorney costs are estimated at \$20,000, which includes \$10,000 toward defense of litigation(s)
- Building Official \$8,000
- Distribution of 12% of prior year TOT receipts (\$13,200)
- Planner activities budgeted as follows*

General Plan	\$ 10,000 (Match to State Grant)
VDU	5,000
Planning Commission	4,000
Permits (offset by revenue)	5,000
Code violations	2,000
Stormwater permit issues	1,500
Miscellaneous, general planning	<u>9,500</u>
TOTAL	38,000

*excludes separately funded OWTS and LCP projects

General Fund Law Enforcement (.10 FTE)

- Contract for law enforcement services \$150,644 + 8hours/week supplemental on site law enforcement availability @ \$90/hour (\$37,440)
- \$100,000 anticipated to be funded by Community Oriented Policing Services (COPS) revenue, same as has been the case over the last several years.
- Animal control services \$1,500

General Fund Fire

- Building extension at fire hall to better accommodate equipment (\$23,000) (Carried forward from prior year)

General Fund Public Works (1.03 FTE)

Budget includes pro-rated staffing costs, town hall, annex and library supplies, street paint, signs, trail and park maintenance.

- Implementation of Tsurai Management Plan (Trails, Signage...) (\$20,000)
- Grant match for Van Wycke Trail (\$7,000 – if grant is awarded)
- Remodel city clerk office (\$10,000) (Carried forward from prior year)
- Pavement Maintenance Treatment on Main and Trinity Streets (\$8K General Fund, \$17K in State Transportation Funds)
- Transfer-in \$30,000 from gas tax/transportation funds

Integrated Waste Management (.28 FTE)

Budget includes pro-rated staffing costs, franchise revenue and AB939 pass through from Humboldt Waste Management Authority.

Revenue:	\$ 12,200
Expenditures:	\$ 19,655
Difference (from fund balance)	\$ 7,455

The difference of \$7,455 can be absorbed from the fund balance (~\$26,000 as of 6/30/2013). The program may be incorporated into the General Fund once the fund balance is depleted.

Cemetery (.35FTE)

Budget includes pro-rated staffing costs and plot sales.

Revenues:	\$ 9,500
Expenditures:	\$ 24,951
Difference (from reserve)	\$ 15,091

As of April 2015 cash assets in this fund were approximately \$138,000. At some point in the future there may be a need to consider increases in plot sale amount or contributions from the General Fund.

Water Fund (2.3 FTE)

- New Flow Monitoring Equipment for Luffenholtz Creek (required by our Water Rights) (\$18K)
- New Leak Detection Equipment (\$10K)
- \$15,000 set aside to Water Reserve Fund
- Implement backup system for recently upgraded SCADA (computer operation) system.
- Prioritize Water Line Replacement Projects

Revenue: \$ 312,000

Expenditures: \$ 292,772

Difference (add to fund balance) \$ 19,228

Water Reserve Fund is at previously set goal of \$800,000. Infrastructure replacement costs for our water lines are substantial. Staff priorities this year include using the new leak detection equipment to prioritize line replacements, and evaluating additional water supply and storage options.

Proposed Action:

- 1.. Receive and consider the final budget presentation;
2. Direct any other changes as may be desired; and
3. Consider approval of Resolution 2015-04 adopting the FY 2015-16 Annual Budget

Attachments:

Proposed budget detail

Proposed Resolution 2014-04 adopting the FY 2015-16 annual budget

Letters from Chamber of Commerce, Museum Society, and Friends of the Library re: TOT funding



Greater Trinidad Chamber of Commerce

P.O. Box 356

Trinidad, CA 95570

707.677.1610

May 27, 2015

Attn: Dan Berman, City of Trinidad Manager

Mr. Berman & Trinidad City Councilmembers,

Thank you for the opportunity to express our true gratitude for the additional funding from the City of Trinidad through a share of the Transient Occupancy Tax.

Our aim, as the Greater Trinidad Chamber of Commerce (GTCC), is to serve the community by adding to it's vibrancy in a number of ways. Namely, we promote local businesses through many media sources, put on major events, sponsor smaller local endeavors, and give out scholarships to graduating high school seniors from Trinidad (recently \$6,000/year!). Our events include the Trinidad Fish Festival, Trinidad to Clam Beach Run Honoring Ford Hess, Taste-in' Trinidad, and the Winter Holiday Ball. We sponsor Trinidad Arts Nights, local plays, Christmas in Trinidad, Blessing of the Fleet and other community events, some which are geared to bring in business, others simply to add to a vibrant community.

The GTCC works continuously to help local businesses prosper through many media sources including the internet (our site, TrinidadCalif.com, Facebook, other tourist marketing sites), printed brochures, the walking map and ads in various periodicals, and of course our kiosk. We distribute our printed brochures throughout the state and beyond. Our mixers are a great venue for people new to town or business owners looking to partner up or share ideas, or for those of us who have been here for a while to just relax and have a good time, and share this gem of a town with others.

We are really excited about our new brochures that are going to print this week and the completion of the big map attached to our kiosk! And, our Fish Festival this year has some big changes happening including participation of the local Yurok Tribe, Trinidad Head Activities, other local food vendors, skate park, and a big focus on very low trash creation & environmentally friendly!

Almost all of our work is done by volunteers, although we have a paid Executive Director. The board members and community members at large literally donate 1000's of hours to make this all work. While the TOT that we have received generally goes to our general fund, it has specifically allowed us to increase the hours of our Executive Director to help us be a more effective and efficient organization. We hope that the funding continues so that we may continue to serve the community of Trinidad in this high value add manner!

Thank you for your time and feel free to contact me or any of our board members anytime with questions or suggestions.

Regards,

Mike Reinman, President

Greater Trinidad Chamber of Commerce

TRINIDAD MUSEUM SOCIETY

P.O. BOX 1126
TRINIDAD, CA 95570

April 24, 2015

Mr. Dan Berman, City Manager and City Council
City of Trinidad
Trinidad, California 95570

RECEIVED APR 27 2015

Dear Dan and City Council,

Trinidad Museum Society is so grateful for the civic and personal support the City of Trinidad gives to the museum. The annual contribution from the Transient Occupancy Tax fund helps greatly with on-going museum operations. Here are some of highlights of the past year's special activities and events:

North Coast Preparatory School Tour April 29, 2014

Trinidad Art Night May 2, 2014

Trinidad Head Lighthouse Change of Stewardship Ceremony May 16, 2014

Pacific Union School Tour, May 29, 2014

Garden Tour at Pat and Howard Wells Stagecoach Road Garden May 25, 2014

Trinidad Art Night June 6, 2014

Geology Tour with Ken Aalto on Trinidad State Beach June 17, 2014

Trinidad Art Night July 4, 2014

Jerry Rohde History Talk on Railroads Town Hall July 25, 2014

Trinidad Art Night August 1, 2014

Jerry Rohde History Talk on 1964 Flood August 15, 2014

Trinidad Art Night September 5, 2014

Fortuna High School special ed Class Tour September 5, 2014

Spanish History OLLI Class September 17, 2014

Five Year Anniversary of Museum Opening September 26, 2014

Trinidad Art Night October 3, 2014

Veterans Day Exhibit November 9, 2014

"Queen of Shark Tooth Shoals" Born in a Trunk Melodrama November 22-23, 2014

Trinidad Coastal Land Trust Annual Meeting hosted at museum December 14, 2014

Trinidad Lighthouse Big Wave of Dec. 14, 2014 Commemoration Lighthouse Tour
January 10, 2015

Big Lagoon School tour, January 13, 2015

Trinidad Lighthouse Tour February 1, 2015

Lighthouse history presentation to Bureau of Land Management February 2, 2015

Allie Lindgren presentation to Fortuna Genealogical Society February 4, 2015

Trinidad School class tours February 12, 2015

Installation of Unsheltered: Fishing Out of Trinidad Bay exhibit through February (for which 40 new frames were purchased)

Piano Voce Concert March 8, 2015

Spring TMS Newsletter sent April 2015

California Coastal National Monument-BLM partnership work, Junior Explorer book, Quest tours

Garden and pond improvements and mowing/maintenance of common areas on Trinidad Coastal Land Trust property

Melody Hamilton's Native Plant Garden bird brochure

Student intern projects by Alexandra Cox, Ruby Buentello & Laura Acosta and collection work by Rebekka Knierim

Some current projects: Trinidad Museum and Trinidad Coastal Land Trust are so-producing a new Born in a Trunk melodrama by John Myers called "It's Nice of You to Notice" at Town Hall on May 8, 9, and 10; a three part free Spanish-California history series; more Jerry Rohde history presentations in July and August; more internship work with collections and exhibits this summer; more school tours; Trinidad Art Nights hosting through October, and development of another photo room exhibit for next January. Sadly, the garden shed built last year was broken into recently (a person was sleeping in the shed and had lit a candle) and repairs had to be made to the lock and doors.

We hope that the City will continue to assist with museum operations and activities with a portion of the TOT fund in 2015.

Best regards,



Patti Fleschner
President



RESOLUTION 2015-04

ADOPTING THE FY 2016 BUDGET FOR THE CITY OF TRINIDAD

WHEREAS, the City of Trinidad is required to prepare and adopt a balanced budget every year by July 1st for the following Fiscal Year; and

WHEREAS, the City Staff has prepared a Draft Budget for FY2016; and

WHEREAS, a presentation to the City Council was conducted at a Public Workshop on May 20th for the purpose of receiving public responses; and

WHEREAS, a Proposed Budget, which takes into consideration public comments, has been completed and is ready for City Council for consideration and adoption.

NOW, THEREFORE LET IT BE RESOLVED that the Trinidad City Council does hereby adopt the proposed FY2016 Budget; and

NOW, THEREFORE BE IT FURTHER RESOLVED that the Trinidad City Council does hereby instruct its staff to return to the Council periodically during the year with proposed budget amendments which may become necessary to address changing financial conditions.

PASSED AND ADOPTED BY THE TRINIDAD CITY COUNCIL of Humboldt County of the State of California this 30th day of June, 2015.

I, the undersigned, hereby certify that the foregoing Resolution was duly adopted by the Trinidad City Council by the following vote:

Ayes:

Noes:

Absent:

Abstain:

Attest:

Gabriel Adams
Trinidad City Clerk

Julie Fulkerson
Mayor

CITY OF TRINIDAD
FY 2015-16 PROPOSED BUDGET
General Fund Revenue

	FY 13-14 Actual	FY 2014-15 Budget	Actual Through 3/31/2015	FY 2015-16 PROPOSED BUDGET
201 REVENUES				
	\$ 0.10			
41010 Property Taxes - Secured	\$ 87,043	\$ 90,035	\$ 42,150	\$ 91,500
41020 Property Tax - Unsecured	\$ 3,237	\$ 3,015	\$ 2,882	\$ 3,300
41040 Property Tax - Prior Unsecured	\$ 19	\$ 50		\$ 50
41050 Property Tax - Current suppl	\$ 864	\$ 485	\$ 277	\$ 900
41060 Property Tax - prior Supplemental	\$ 203	\$ 200	\$ 110	\$ 200
41071 Motor Vehicles Fines	\$ -	\$ 1,240	\$ 143	\$ 1,000
41072 Booking Fees	\$ 97			
41110 Property Tax Exemption	\$ 1,335	\$ 667	\$ 623	\$ 1,300
41130 Public Safety 1/2% sales tax	\$ 1,580	\$ 1,640	\$ 428	\$ 1,600
41140 Documentary Real Property Tax	\$ 1,135	\$ 1,450	\$ 875	\$ 1,200
41190 Property Tax Administration	\$ (2,326)	\$ (2,373)	\$ (1,119)	\$ (2,420)
41200 LAFCO	\$ (361)	\$ (380)	\$ (1,205)	\$ (1,200)
41210 In Lieu Sales & Use Tax	\$ 26,573	\$ 27,100	\$ 14,276	\$ 27,500
41220 In Lieu VLF	\$ 27,520	\$ 28,070	\$ 13,919	\$ 28,000
42000 Sales Taxes	\$ 201,827	\$ 181,600	\$ 88,699	\$ 200,000
43000 Transient Occupancy Tax	\$ 110,700	\$ 126,000	\$ 96,708	\$ 120,000
53010 Copy Machine Fees	\$ 21	\$ 15	\$ 15	\$ 30
53020 Interest Received	\$ 5,611	\$ 13,000	\$ 1,487	\$ 6,000
53090 Other Miscellaneous Income	\$ 5,146	\$ 800	\$ 3,556	\$ 1,000
54020 Planner Application Processing	\$ 6,723	\$ 5,000	\$ 13,347	\$ 6,000
54050 Building Application Processing	\$ 7,079	\$ 7,000	\$ 9,072	\$ 7,000
54100 Animal License	\$ 219	\$ 300	\$ 90	\$ 200
54150 Business License	\$ 10,637	\$ 9,900	\$ 11,777	\$ 11,500
54300 Encroachment Permits	\$ 250	\$ 400	\$ 100	\$ 400
56400 Rental Income - Verizon	\$ 20,729	\$ 22,735	\$ 18,065	\$ 23,000
56500 Rental Income - Harbor	\$ 5,085	\$ 5,125		\$ 5,125
56550 Rental Income - PG&E	\$ 9,845	\$ 8,750		\$ 9,500
56650 Rental Income - Suddenlink	\$ 3,601	\$ 4,825	3,814.75	\$ 3,800
56700 Rental Income - Town Hall	\$ 4,514	\$ 7,000	4,160.00	\$ 5,000
59999 Interdepartmental Transfer	\$ 37,729	\$ 65,000		\$ 30,000
TOTAL REVENUES	\$ 605,550	\$ 608,649	\$ 476,665	\$ 581,485

CITY OF TRINIDAD

FY2015-16 BUDGET

Proposed General Fund Admin Expenditures

		13-14 Actual	14-15 Budget	Actual Through 3/31/2015	FY 2015-16 PROPOSED BUDGET
201	EXPENDITURES				
60900	Honorariums	\$ 2,900	\$ 2,500	\$ 2,100	\$ 3,000
61000	Employee Wages	\$ 98,520	\$ 111,770	\$ 74,418	\$ 112,705
61470	Fringe Benefits	\$ 565	\$ 600	\$ 421	\$ 600
65100	Deferred Retirement	\$ 3,854	\$ 5,082	\$ 3,284	\$ 4,941
65200	Medical Insurance & Expense	\$ 4,665	\$ 10,068	\$ 7,112	\$ 11,389
65300	Worker's Compensation	\$ (3,275)	\$ 4,471	\$ 730	\$ 3,832
65500	Employee Mileage Reimbursement	\$ 486	\$ 750	\$ 339	\$ 750
65600	Payroll Tax	\$ 7,832	\$ 8,939	\$ 6,009	\$ 9,000
65800	Grant Payroll Allocation	\$ 277	\$ (2,500)	\$ (3,318)	\$ (6,278)
68090	Crime Bond	\$ 700	\$ 455	\$ 700	\$ 455
68200	General Liability Insurance	\$ 4,514	\$ 8,830	\$ 11,355	\$ 8,314
68300	Property & Casualty Insurance	\$ 3,798	\$ 4,280	\$ 3,556	\$ 4,225
2343	Attorney - Administrative Tasks	\$ 3,861	\$ 20,000	\$ -	\$ 10,000
71130	Attorney - Litigation	\$ 6,673	\$ 10,000	\$ -	\$ 10,000
71210	City Engineer - Administration	\$ 1,406	\$ 2,000	\$ -	\$ 2,000
71310	City Planner - Administration	\$ 46,494	\$ 45,000	\$ 33,036	\$ 38,000
71410	Building Inspector - Admin Tasks	\$ 4,430	\$ 8,000	\$ 3,759	\$ 4,500
71420	Building Inspector - Permit Process	\$ 12,081	\$ 11,050	\$ 9,382	\$ 12,000
71510	Accountant - Admin Tasks	\$ 13,585	\$ 12,285	\$ 12,285	\$ 14,000
71620	Auditor - Financial Reports	\$ 4,577	\$ 15,045	\$ 14,918	\$ 15,500
72000	TOT Distribution		\$ -	\$ 38	\$ 13,200
74200	Grant Expense	\$ (2,006)	\$ (700)	\$ -	\$ (500)
75110	Financial Advisor/Tech Support	\$ 3,035	\$ 5,700	\$ 3,483	\$ 5,500
75160	Library & Local Contributions	\$ -	\$ 500	\$ -	\$ 500
75170	Rent	\$ 7,800	\$ 8,190	\$ 5,850	\$ 8,200
75180	Utilities	\$ 8,736	\$ 10,250	\$ 5,986	\$ 8,500
75190	Dues & Memberships	\$ 367	\$ 270	\$ 1,299	\$ 500
75200	Municipal Expense	\$ 2,552	\$ 5,700	\$ 3,372	\$ 4,500
75220	Office Supplies & Expense	\$ 5,546	\$ 6,000	\$ 2,502	\$ 5,500
75240	Bank Charges	\$ 257	\$ 200	\$ 187	\$ 250
75300	Contracted Services	\$ -	\$ 8,134	\$ -	\$ 8,000
75990	Miscellaneous Expense	\$ 743	\$ 100	\$ 663	\$ 500
76110	Telephone & Communications	\$ 1,359	\$ 1,550	\$ 1,229	\$ 1,550
76130	Cable and Internet Services	\$ 2,201	\$ 4,900	\$ 2,452	\$ 3,300
76150	Travel	\$ -	\$ 1,500	\$ 563	\$ 1,500
78170	Security system		\$ 1,590	\$ 258	\$ 1,500
78190	Materials, Supplies & Equipment	\$ 1,268	\$ 1,500	\$ -	\$ 1,000
96000	Transfers In/Out				
		\$ 249,813	\$ 334,009	\$ 208,480	
	TOTAL EXPENSES	\$ 249,813	\$ 334,009	\$ 208,085	\$ 322,433

CITY OF TRINIDAD

PROPOSED FY2015-16 BUDGET**General Fund Department 301 - Police Department**

		FY 13-14 Actual	FY 14-15 Budget	Actual Through 3/31/2015	FY 2015-16 PROPOSED BUDGET
301	EXPENDITURES				
61000	Employee Wages	\$ 5,235	\$ 3,327	\$ 2,458	\$ 3,427
65300	Workmen's Comp Insurance	\$ -	\$ 133	\$ 14	\$ 117
65600	Payroll Tax	\$ 383	\$ 255	\$ 211	\$ 262
75170	Rent	\$ 7,800	\$ 8,190	\$ 5,850	\$ 8,190
75180	Utilities	\$ 2,425	\$ 2,485	\$ 1,341	\$ 2,500
75220	Office Supplies & Expense	\$ -	\$ 400	\$ -	\$ 400
75300	Contracted Services	\$ 82,745	\$ 88,085	\$ 7,560	\$ 88,085
75350	Animal Control	\$ 1,356	\$ 1,925	\$ 1,017	\$ 1,500
75990	Miscellaneous Expense		\$ 1,000	\$ -	\$ 500
76110	Telephone & Communications	\$ 942	\$ 1,630	\$ 781	\$ 1,200
	TOTAL EXPENSES	\$ 100,748	\$ 107,430	\$ 19,366	\$ 106,181

PROPOSED FY 2014-15 BUDGET
General Fund Dept. 401 - Fire Department

[illegible]

CITY OF TRINIDAD

PROPOSED FY2014-15 BUDGET**General Fund 501 Public Works**

		FY13-14 Actual	14-15 Budget	Actual Through 3/31/2015	FY 2015-16 Budget
501	EXPENDITURES				
61000	Employee Gross Wages	41,684.95	40,126.00	29,348.32	64,837.44
61250	Employee Overtime	0.00	500.00	0.00	500.00
65100	Deferred Retirement	4,217.21	4,296.00	2,901.82	7,207.64
65200	Medical Insurance & Benefits	21,148.06	28,435.00	12,843.29	24,074.23
65300	Workmen's Comp Insurance	0.00	1,704.00	219.52	2,280.30
65500	EMPLOYEE MILEAGE	60.00			
65600	Payroll Tax	3,512.70	3,587.00	2,427.13	5,682.06
65800	Grant Payroll Allocation	(1,128.17)	(500.00)	(2,913.71)	(24,428.00)
71210	City Engineer -Admin	7,408.75	4,800.00	4,672.75	5,500.00
71250	City Engineer - Project Fees	3,033.50	6,000.00	0.00	5,000.00
75300	Contracted Services	18,459.76	41,000.00	311.15	28,000.00
75370	Uniforms/personal equipment	0.00	450.00	0.00	450.00
78100	Street Maintenance & Repair	460.00	5,000.00	2,878.98	10,000.00
78120	Street Lighting - Operations	3,328.82	4,000.00	3,253.05	4,500.00
78130	Trail & Park Maintenance	3,091.04	2,500.00	113.86	2,500.00
78140	Vehicle Fuel & Oil	4,155.84	4,700.00	3,016.38	4,800.00
78150	VEHICLE REPAIRS	1,043.16	2,500.00	85.88	2,000.00
78160	Building Repairs & maintenance	10,525.18	45,000.00	32,210.45	12,000.00
78190	Materials, Supplies & Equipment	3,349.65	6,500.00	4,112.84	6,500.00
78200	Equipment Repairs & Maintenance	524.82	500.00	0.00	500.00
90000	Transfer to Reserve				
		42.99			
	TOTAL EXPENSES	<u>124,992.00</u>	<u>201,098.00</u>	<u>96,237.41</u>	<u>161,903.68</u>

CITY OF TRINIDAD

PROPOSED FY2014-15 BUDGET**Special Revenue Fund - Integrated Waste Management****Fund 204**

		FY 2012-13 Actual	FY 2013-14 Budget	FY 2014-15 Budget	FY 2015-16 Proposed Budget	Budget Assumptions
204	REVENUES					
47650	Recycling Revenue	\$ 25,257	\$ 29,000	\$ 5,640	\$ 5,200	AB939 pass thru (CA beverage \$0 for new year)
56150	Franchise Fees			\$ 7,000	\$ 7,000	9% franchise fee
	TOTAL REVENUES	\$ 33,842	\$ 38,000	\$ 12,640	\$ 12,200	
204	EXPENDITURES					
61000	Employee Gross Wages and Overtime	\$ 4,642	\$ 8,680	\$ 9,716	\$ 10,313	see worksheet
65100	Deferred Retirement	\$ 633	\$ 1,075	\$ 1,251	\$ 1,314	
65200	Medical Insurance	\$ 1,985	\$ 5,084	\$ 7,302	\$ 5,017	
65300	Workman's Compensation	\$ 212	\$ 296	\$ 344	\$ 372	
65600	Payroll Tax	\$ 452	\$ 767	\$ 767	\$ 938	
75120	Waste Recycling Pickup/Disposal	\$ 14,597	\$ 18,375	\$ 500	\$ 500	no longer picking up bins
78190	Materials, Supplies & Equipment	\$ 1,542	\$ 1,800	\$ 1,000	\$ 1,200	container replacement, liners
	TOTAL EXPENSES	\$ 32,729	\$ 46,841	\$ 21,380	\$ 19,655	
		ok	ok			

CITY OF TRINIDAD
PROPOSED FY2014-15 BUDGET

Enterprise Fund - Water

Fund 601

		FY13-14 Actual	FY 2014-15 Budget	Actual Through 3/31/2015	FY 2015-16 PROPOSED BUDGET
601	REVENUES				
53020	Interest Received	1,653.25	\$ 4,000	0.00	\$ 1,500
53090	Other Miscellaneous Income	5,321.99	\$ 2,500	5,909.06	\$ 2,500
57100	Water Sales	285,208.97	\$ 305,000	225,255.12	\$ 305,000
57300	New Water Hookups	0.00	\$ 3,000	0.00	\$ 2,000
57500	Penalties	1,691.73	\$ 2,000		\$ 1,000
		293,875.94		238,461.43	
	TOTAL REVENUES		\$ 316,500	238,461.43	\$ 312,000
601	EXPENSES				
61000	Employee Wages	82,850.35	\$ 79,032	56,706.82	\$ 101,244
61250	Employee Overtime	0.00	\$ 2,000	0.00	\$ 500
65100	Deferred Retirement	9,571.87	\$ 9,081	6,337.57	\$ 11,708
65200	Medical Insurance & Expense	36,922.50	\$ 42,045	22,656.41	\$ 37,110
65300	Workmen's Compensation	(951.58)	\$ 3,229	425.32	\$ 3,495
65600	Payroll Tax	7,067.65	\$ 6,871	4,796.81	\$ 8,759
65800	Grant Payroll Allocation	(2,917.41)	\$ (1,000)	(6,022.12)	\$ (25,594)
68200	General Liability Insurance	2,430.75	\$ 4,755	3,421.95	\$ 4,477
68300	Property & Casualty Insurance	2,045.05	\$ 2,305	1,914.50	\$ 2,275
71110	City Attorney - Administrative Tasks	0.00	\$ 500	0.00	\$ 1,000
71210	City Engineer - Admin Tasks	0.00	\$ 4,000	1,714.75	\$ 4,000
71510	Accountant	6,144.96	\$ 5,950	4,470.55	\$ 6,500
71620	Auditor	7,315.00	\$ 6,615	6,615.00	\$ 7,000
72100	Bad Debts	0.00	\$ 350	0.00	\$ 350
75180	Utilities	13,156.94	\$ 15,835	7,871.76	\$ 13,000
75190	Dues & Memberships	1,294.46	\$ 700	2,455.50	\$ 1,000
75220	Office Supplies & Expense	2,416.44	\$ 3,500	2,620.37	\$ 3,750
75280	Training/Education	331.36	\$ 500	160.00	\$ 500
75300	Contracted Services		\$ 7,000	0.00	\$ 25,000
76110	Telephone	960.17	\$ 1,000	762.57	\$ 1,100
76130	Cable & Internet Service	588.00	\$ 620	430.85	\$ 750
76160	Licenses & Fees	2,359.73	\$ 2,475	634.24	\$ 2,750
78120	STREET LIGHTING			1,576.32	\$ 1,600
78140	Vehicle Fuel and Oil	1,449.19	\$ 2,500	841.82	\$ 1,500
78150	Vehicle Repairs	217.90	\$ 2,000	1,476.61	\$ 2,000
78160	Building Repairs and Maintenance	390.00	\$ 1,200	0.00	\$ 1,000
78170	Security System	301.00	\$ 500	255.25	\$ 500
78190	Materials, Supplies and Equipment	2,759.63	\$ 6,000	1,610.44	\$ 12,500
78200	Equipment Repairs & Maintenance	0.00	\$ 1,000	0.00	\$ 1,000
79100	Water Lab Fees	2,076.00	\$ 4,500	2,388.00	\$ 3,500
79120	Water Plant Chemical	7,143.78	\$ 12,000	4,668.40	\$ 9,500
79130	Water Line Hook-Ups	0.00	\$ 3,000	0.00	\$ 2,000
79150	Water Line Repair and Maintenance	2,358.30	\$ 20,000	5,164.65	\$ 15,000
79160	Water Plant and Equipment Repair	8,532.27	\$ 10,000	4,000.00	\$ 17,000
90000	Capital Reserves	0.00	\$ 15,000	0.00	\$ 15,000
		15,000.00	\$ -		
	TOTAL EXPENSES	\$ 234,235	\$ 276,038	\$ 140,034	\$ 292,772

CITY OF TRINIDAD
PROPOSED FY2014-15 BUDGET
Enterprise Fund - Cemetery
Fund 701

		FY 2013-14 Budget	FY 2014-15 Budget	Actual Through 3/31/2015	FY 2015-16 Proposed Budget
	6/30/2013 cash assets: \$149,514				
701	REVENUES				
53020	Interest Income	\$ 1,200	\$ 900	0.00	\$ -
58100	Cemetery Plot Sales	\$ 6,000	\$ 7,500	10,534.83	\$ 9,500
58150	Cemeterey Plot Refunds				
	TOTAL REVENUES	\$ 7,200	\$ 8,400		\$ 9,500
701	EXPENDITURES				
61000	Employee Gross Wages and Overtime	\$ 5,520	\$ 12,210	9,123.71	\$ 12,956
65100	Deferred Retirement	\$ 683	\$ 1,585	1,078.84	\$ 1,663
65200	Medical Insurance & Expense	\$ 2,744	\$ 9,336	4,368.38	\$ 6,413
65300	Workmen's Comp Insurance	\$ 228	\$ 528	68.60	\$ 471
65600	Payroll Tax	\$ 487	\$ 1,132	770.28	\$ 1,187
71210	CITY ENGINEER-ADMIN. TASKS			1,009.50	
75180	Utilities		\$ 700	423.01	\$ 700
78190	Materials, Supplies & Equipment	\$ 1,500	\$ 1,000	3,642.46	\$ 1,200
				19,820.98	
	TOTAL EXPENSES	\$ 11,162	\$ 26,441		\$ 24,591
				(9,286.15)	(15,091.01)

Payroll Apportionment

WORKERS COMP: \$10,500 per PARSAC = 3.4%

[illegible]

City of Trinidad Classifications and Salaries Schedule FY 2015-16

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
City Manager *	By Contract					
City Clerk	\$ 20.77	\$ 21.29	\$ 21.82	\$ 22.37	\$ 22.93	\$ 23.50
Public Works/Water Director	\$ 20.26	\$ 20.77	\$ 21.29	\$ 21.82	\$ 22.37	\$ 22.93
Maintenance Operator (PR)	\$ 16.08	\$ 16.49	\$ 16.90	\$ 17.32	\$ 17.75	\$ 18.20
Maintenance Operator (RD)	\$ 16.08	\$ 16.49	\$ 16.90	\$ 17.32	\$ 17.75	\$ 18.20
Part-Time Records Manager	\$ 13.86	\$ 14.21	\$ 14.56	\$ 14.93	\$ 15.30	\$ 15.68
Grant Administrator	\$ 20.49	\$ 21.00	\$ 21.52	\$ 22.06	\$ 22.61	\$ 23.18

Note 1: Rates are shown hourly based on 2,080 hours/year.

Note 2.: Salaried employees designated by *

Note 3: The City Manager is the only position "Exempt" from overtime provisions.

Note 4: Each step is 2.5% higher than the previous step.

Note 5: The **bold** squares indicate the employee's placement for the first half of the year

Note 6: Entire Schedule adjusted up 3% from last year.

Note 7 - Current salaries are indicated below -

City of Trinidad Classifications and Salaries Schedule As of June 2015

Position	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
City Manager *	By Contract					
City Clerk	\$ 20.17	\$ 20.67	\$ 21.19	\$ 21.72	\$ 22.26	\$ 22.82
Public Works/Water Director	\$ 19.67	\$ 20.16	\$ 20.67	\$ 21.19	\$ 21.72	\$ 22.26
Maintenance Operator (PR)	\$ 15.61	\$ 16.01	\$ 16.41	\$ 16.82	\$ 17.24	\$ 17.67
Maintenance Operator (RD)	\$ 15.61	\$ 16.01	\$ 16.41	\$ 16.82	\$ 17.24	\$ 17.67
Part-Time Records Manager	\$ 13.46	\$ 13.79	\$ 14.14	\$ 14.49	\$ 14.86	\$ 15.23
Grant Administrator	\$ 19.89	\$ 20.39	\$ 20.90	\$ 21.42	\$ 21.95	\$ 22.50

Note 1: Rates are shown hourly based on 2,080 hours/year.

Note 2.: Salaried employees designated by *

Note 3: The City Manager is the only position "Exempt" from overtime provisions.

Note 4: Each step is 2.5% higher than the previous step.

Note 5: The **bold** squares indicate the employee's placement in the schedule as of March 1, 2015

Note 6: Entire Schedule adjusted up 3% from last year.

Note 7 - Current salaries are indicated below -

Step 7 Step 8

\$ 24.09	\$ 24.69
\$ 23.50	\$ 24.09
\$ 18.65	\$ 19.12
\$ 18.65	\$ 19.12
\$ 16.08	\$ 16.48
\$ 23.76	\$ 24.35

Step 7 Step 8

\$ 23.39	\$ 23.97
\$ 22.81	\$ 23.39
\$ 18.11	\$ 18.56
\$ 18.11	\$ 18.56
\$ 15.61	\$ 16.00
\$ 23.07	\$ 23.64



DISCUSSION AGENDA ITEM 4

SUPPORTING DOCUMENTATION FOLLOWS WITH: 15 PAGES

4. Public Hearing and First Reading of Ordinance 2015-01 – Stormwater Control Ordinance

DISCUSSION AGENDA ITEM

Date: June 30, 2015

Item: Stormwater Control Ordinance 2015-01 – 1st Reading

This Stormwater Control Ordinance will provide the City with the legal authority to control stormwater that is required as part of our existing permit to discharge stormwater into the Trinidad Bay. Staff have presented this ordinance in draft form at the prior two Council meetings.

Since our last meeting, staff has removed the Water Efficient Landscape portion of the Stormwater Ordinance because the State Water Resources Control Board is in the process of updating the statewide model ordinance upon which this section was based. Staff felt it would be better for the Council to leave this section out until the revised version of the model ordinance is available.

Several comments and concerns expressed at the May meeting regarding the draft Stormwater Ordinance are addressed below:

- **How will pre-existing French drains and gutter drains be affected by the proposed ordinance?** Roof gutter drains should be directed into the yard for infiltration, and not discharged into the street. According to the proposed ordinance, certain types of non-stormwater discharges (e.g. French and footing drains) may be allowed if they are “essential for emergency response purposes, structural or slope stability or occur naturally.
- **What limitations would there be on washing a vehicle?** Wash water from your car should not be flowing into the street, as it contains both soap and dirt. The underlying principle is that residents and businesses are not allowed to discharge polluted water to the City’s system. The recommended practices for car washing include going to a car wash facility or washing the vehicle somewhere the wash water doesn’t enter the street and stormwater system.
- **The responsibility between the City and homeowners should be delineated.** For the purposes of this ordinance, the homeowner is responsible for preventing polluted water from leaving their property - water leaving a homeowner’s property should be composed only of unpolluted rainwater or naturally occurring groundwater. The City is responsible for preventing polluted stormwater from discharging into the Trinidad Bay from the stormwater system.
- **Will there be some type of guidance available to residents, businesses, etc... about the new stormwater regulations?** The City has a variety of brochures available that describes how to prevent stormwater pollution a variety of circumstances. The City will also develop resources to be available on the City’s website for commercial and industrial facilities, as well as construction sites. Development and building projects can look to the *Interim Humboldt Low Impact Development Stormwater Manual*, which is available as a guide for all development and building projects.

The second reading of the ordinance will take place at the regular August meeting.

Recommended Action:

Conduct public hearing and approve the first reading of the attached Stormwater Control Ordinance.

Draft Ordinance 2015-01

Stormwater Control Ordinance

ORDINANCE ADDING NEW CHAPTER 13.16

Section 1. A new Chapter 13.16 is hereby added to Title 13 Public Services of the City of Trinidad Code (City Code). This Chapter shall be known as the "Stormwater Quality Management and Discharge Control Ordinance" of the City of Trinidad, and shall be so cited, and which shall read in its entirety; as follows:

CITY OF TRINIDAD

CHAPTER 13.16

STORM WATER QUALITY MANAGEMENT AND DISCHARGE CONTROL

Sections:

- 13.16.010 Purpose and intent**
- 13.16.020 Definitions**
- 13.16.030 Applicability**
- 13.16.040 Responsibility for administration**
- 13.16.050 Severability**
- 13.16.060 Regulatory consistency**
- 13.16.070 Ultimate responsibility of discharger**
- 13.16.080 Prohibition of illicit discharges**
- 13.16.090 Prohibition of illicit connections**
- 13.16.100 Waste disposal prohibitions**
- 13.16.110 Requirements for reducing pollutants in storm water**
- 13.16.120 Authority to adopt and impose best management practices**
- 13.16.130 Post-Construction Requirements**
- 13.16.140 Exempt Projects**
- 13.16.150 Small Projects**
- 13.16.160 Regulated Projects**
- 13.16.170 Requirement to eliminate illicit discharges**
- 13.16.180 Requirement to eliminate or secure approval for illicit connections**
- 13.16.190 Watercourse protection**
- 13.16.200 Requirement to remediate**
- 13.16.210 Requirement to monitor and analyze**
- 13.16.220 Notification of spills**
- 13.16.230 Authority to inspect**
- 13.16.240 Authority to sample, establish sampling devices, and test**
- 13.16.250 Declaration of public nuisance**
- 13.16.260 Notice of violation, fines and penalties**
- 13.16.270 Appeal**
- 13.16.280 Abatement by city**
- 13.16.290 Charging cost of abatement/liens**

13.16.300 Acts potentially resulting in a violation of the Federal Clean Water Act and/or California Porter-Cologne Act

13.16.010 Purpose and Intent.

The purpose and intent of this Chapter is to protect and promote the health, safety, and general welfare of citizens, and protect and enhance the water quality of watercourses, water bodies, and wetlands in a manner pursuant to and consistent with the Federal Clean Water Act (33 U.S.C. §1251 et seq.), and the Porter-Cologne Water Quality Control Act (California Water Code Section 13000 et seq.), by reducing pollutants in storm water discharges to the maximum extent practicable and by prohibiting non-storm water discharges to the storm drainage facilities.

13.16.020 Definitions.

A. The terms used in this Chapter shall have the following meanings:

1. "Area of Special Biological Significance (ASBS)" means those areas designated by the State Water Resources Control Board as ocean areas requiring protection of species or biological communities to the extent that alteration of natural water quality is undesirable. The Trinidad Head ASBS includes the coastal waters surrounding Trinidad Head from Mill Creek to the north and south to Parker Creek including Trinidad Bay.
2. "Best Management Practices (BMPs)" means activities, prohibitions, practices, or maintenance procedures that prevent or reduce the discharge of pollutants or discharges directly or indirectly to the municipal storm water drainage facilities and waters of the State and/or United States. Best Management Practices include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control runoff, spillage or leaks of non-storm water, trash and waste disposal, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions as the City determines appropriate for the control of pollutants.
3. "City" means the City of Trinidad.
4. "City Manager" means the City Manager or designee.
5. "Clean Water Act" means the federal Water Pollution Control Act, also known as the Clean Water Act, 33 USC § 1251 et seq., and any subsequent amendments thereto.
6. "Coastal Act" means the California Coastal Act of 1976, also known as the Coastal Act.
7. "Construction Activity" means a project that involves soil disturbing activities with the potential to discharge pollutants to the City storm water drainage facility or Waters of the U.S., including but not limited to, clearing, grading, paving, landscaping, and disturbances to ground such as stockpiling, and excavation. Construction activities shall also be defined to include but are not limited to new construction, reconstruction, development, and redevelopment that create or replace impervious surfaces resulting in increased storm water runoff compared to pre-construction activity site conditions.
8. "Discharge of Pollutants" means the introduction of pollutants into the City's storm drainage facilities or any waters of the United States.
9. "Discharger" means the person, corporation, partnership or other entity directly causing or allowing the discharge.

10. "Hazardous Substances" means, without limitation, any material that because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the work place or the environment. Hazardous substances include, but are not limited to, those substances included within the definitions of "hazardous substance," "hazardous waste," "hazardous material," "toxic substance," "solid waste," or "pollutant or contaminant" in any local, state or federal law or regulation. (California Health and Safety Code §25117).
11. "Humboldt Low Impact Development Stormwater Manual" and "Humboldt LID Manual" means the newest edition of the document that establishes minimum standards and requirements for compliance with the post construction requirements of this ordinance. The City of Trinidad has and continues in an ongoing relationship with Humboldt County and other Humboldt County incorporated cities enrolled in the MS4 Permit in the development of guidance and requirements for projects within the Humboldt County area. The participating Cities and Humboldt County have prepared a document entitled the Humboldt Low Impact Development Stormwater Manual (Humboldt LID Manual), a copy of which is located on the City of Trinidad website. It is expected that the Humboldt LID Manual will be revised periodically.
12. "Illicit Discharge" means any direct or indirect discharge to the storm water drainage facilities that is prohibited under local, state, or federal statutes, ordinances, codes, or regulations. The term illicit discharge includes all non-storm water discharges not composed entirely of storm water, except as exempted in Section 13.16.080 of this chapter.
13. "Illicit Connection" is defined as either of the following:
 - a. A
ny drain or conveyance, whether on the surface or subsurface, which allows an illicit discharge to enter the storm drain facilities including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water enter the storm drain facilities and any connections to the storm drain facilities from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by a government agency; or
 - b. Any drain or conveyance connected from a commercial or industrial land use to the storm drain facilities which has not been documented in plans, maps, or equivalent records and approved by the City.
14. "Industrial facilities" or "industrial premise" means locations of activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).
15. "Low Impact Development (LID)" means a sustainable practice that benefits water supply and contributes to water quality protection. Unlike traditional storm water management, which collects and conveys storm water runoff through storm drains, pipes, or other conveyances to a centralized storm water facility, Low Impact Development (LID) takes a different approach by using site design and storm water management to maintain the site's pre-development runoff rates and volumes.
16. "Maximum Extent Practicable (MEP)" means the minimum required performance standard for implementation of controls to reduce pollutants in storm water. MEP is the cumulative effect of implementing, evaluating, and making corresponding changes to a variety of technically appropriate and economically feasible BMPs, ensuring that the most appropriate controls are implemented in the most effective manner.
17. "MS4 Permit" or "National Pollutant Discharge Elimination System Storm Water Discharge Permit" or "NPDES Permit" means a permit issued pursuant to section 402 of the Clean Water Act, 33 USC. 1342, and administered by the State of California under the authority of the U.S. Environmental Protection Agency, permitting the discharge of pollutants into navigable waters of the United States.
18. "Natural ocean water quality" means water quality standard for a range of pollutants as defined by

the ASBS North Coast Regional Monitoring Program or State Water Resources Control Board.

19. "Non-Storm Water Discharge" means any discharge to the storm drain facilities that is not composed entirely of storm water.
20. "Pollutant" means anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including but not limited to sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind. A pollutant shall also include any increment or increase in the total volume or rate of storm water runoff resulting from any activity or development occurring after the effective date of this chapter in which a storm water limit had been set as a condition of approval.
21. "Pollution" means the human-made or human-induced alteration of the quality of waters by pollutant(s) to a degree which unreasonably affects, or has the potential to unreasonably affect, either the waters for beneficial uses or the facilities which serve these beneficial uses (California Water Code §13050).
22. "Porter-Cologne Act" means the Porter-Cologne Water Quality Control Act and as amended (California Water Code §13000 et seq.).
23. "Premises" means any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
24. "Runoff area" means an area where surface flows could drain into the storm drainage facility or adjacent area or water course.
25. "Storm drainage facilities" means the storm and surface water drainage systems comprised of storm water control facilities and any other natural facilities which store, control, treat and/or convey storm and surface water. Storm drainage facilities shall include all natural and constructed elements used to convey storm water from the first point of contact with the surface of the earth to a suitable receiving body of water or location, internal or external, to the boundaries of the City. They shall include: pipes, appurtenant features, culverts, streets, curbs, gutters, pumping stations, channels, streams, ditches, wetlands, detention/retention basins, ponds, and other storm water conveyance and treatment facilities whether public or private.
26. "Storm Water" means any flow occurring during or following any form of natural precipitation, and resulting therefrom, including snow melt, surface runoff and drainage.
27. "Watercourse" means a natural or artificial channel through which water flows.
28. "Waters of the United States" means surface watercourses and water bodies as defined at 40 CFR § 122.2. including all natural waterways and definite channels and depressions in the earth that may carry water, even though such waterways may only carry water during rains and storms and may not carry storm water at and during all times and seasons.

13.16.030 Applicability.

This chapter shall apply to all developed and undeveloped lands lying within the City of Trinidad.

13.16.040 Responsibility for Administration.

The City Manager of the City shall administer, implement and enforce the provisions of this Chapter.

Any powers granted or duties imposed upon the City Manager may be delegated in writing by the City Manager to persons or entities acting in the beneficial interest of or in the employ of the City.

13.16.050 Severability.

The provisions of this Chapter are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Chapter or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Chapter.

13.16.060 Regulatory Consistency.

This Chapter shall be construed to assure consistency with the requirements of the Coastal Act, the Clean Water Act and Porter-Cologne Act and acts amendatory thereof or supplementary thereto, or any applicable implementing regulations.

13.16.070 Ultimate Responsibility of Discharger.

The standards set forth herein and promulgated pursuant to this Chapter are minimum standards; therefore, this Chapter does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants into waters of the State and/or U.S. caused by said person. This Chapter shall not create liability on the part of the City of Trinidad, or any agent or employee thereof for any damages that result from any discharger's reliance on this Chapter or any administrative decision lawfully made there under.

13.16.080 Prohibition of Illicit Discharges.

- A. No person shall discharge or cause to be discharged into the storm drainage facilities, watercourses or the ocean any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water.
- B. Discharges of stormwater into the storm drainage facilities or the waters of the U. S. in a manner causing or threatening to cause a condition of pollution or nuisance as defined in California Water Code section 13050 are prohibited.
- C. Non-storm water discharges are prohibited except as provided below.
 1. The following non-storm water discharges are allowed everywhere within City limits provided that the discharges are essential for emergency response purposes, structural stability, slope stability or occur naturally. This provision does not supersede the authority of the City to effectively prohibit a non-storm water discharge that has been found to alter natural water quality in the ASBS.
 - a. Discharges associated with emergency firefighting operations.
 - b. Foundation and footing drains.
 - c. Water from crawl space or basement pumps.
 - d. Hillside dewatering.
 - e. Naturally occurring groundwater seepage via a storm drain.
 - f. Non-anthropogenic flows from a naturally occurring stream via a culvert or storm drain, as long as there are no contributions of anthropogenic runoff.
 2. The following non-storm water discharges may be allowed within City limits, except in

the runoff area to the portion of the City's storm drainage system which discharges to the ASBS, as shown in Figure 1 as 'ASBS Storm Drain Discharge Area'.

- a. Exterior washing of personal motorized vehicles by residents on impervious surfaces;
 - b. Uncontaminated incidental runoff from landscaped areas;
 - c. Flushing of water lines and hydrants, or other discharges from potable water sources if the chlorine concentration is less than 1.0 milligrams per liter measured at the point of entry into the storm water drainage facility.
 - d. Draining of uncontaminated water from swimming pools or spas, after the chlorine or other disinfectant concentrate of such water shows a reading of zero concentration on a test kit.
- D. The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered by the State of California under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted by the City of Trinidad for any discharge to the storm drain facilities.
- E. With written concurrence of the Regional Water Quality Control Board, the City of Trinidad may exempt in writing other non-storm water discharges which are not a source of pollutants to the storm drainage facilities or to the waters of the U.S.
- F. Authorized non-storm water discharges shall not cause or contribute to a violation of the water quality objective in Chapter II of the California Ocean Plan nor alter natural ocean water quality in an ASBS.

Penalty, see 13.16.260

13.16.090 Prohibition of Illicit Connections.

- A. No person shall install, use or maintain a drain, conveyance, pipe, channel or other connection to the storm water drainage facilities, whether on the surface or subsurface, that may result in the discharge of a pollutant or pollutants into the storm water drainage facilities. For example, such illicit connections include but are not limited to those that could allow sewage, wastewater, pool, spa and wash water to enter the storm water drainage facilities and connections from indoor drains and sinks, regardless of whether the connection had been previously allowed, permitted, or approved by the City.
- B. No person shall install, use or maintain a drain or conveyance connected from a commercial or industrial premise to the storm water drainage facilities where such connection or drain is not approved by the City and documented in City records.

Penalty, see 13.16.260

13.16.100 Waste Disposal Prohibitions.

No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained, in or upon any public or private property, driveway, parking area, street, alley, sidewalk, component of the storm drainage facilities, or water of the U.S., any refuse, rubbish, garbage, litter, or other discarded or abandoned objects, so that the same may cause or contribute to pollution. Wastes deposited in proper waste receptacles for the purposes of collection are exempted from this prohibition.

Penalty, see 13.16.260.

13.16.110 Requirements for Reducing Pollutants in Storm Water.

A. Any person engaging in activities that may result in pollutants entering the City's storm drain facilities or waters of the State and/or U.S. shall implement Best Management Practices to the extent they are technologically achievable to prevent and reduce such pollutants. Examples of such activities include, but are not limited to, ownership of and use of premises that may be a source of pollutants such as parking lots, gasoline stations, industrial facilities, business enterprises. The owner or operator of commercial or industrial facilities shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm water drainage facilities or watercourses. Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

B. Notwithstanding other requirements of this chapter, any person performing construction and grading work shall implement BMPs to prevent the discharge of construction waste, debris, or contaminants from construction materials, tools and equipment from entering the storm drainage system.

1. BMPs for each project, shall include, but not be limited to the use of the following:

- | | | |
|----|--|---|
| a. | cheduling construction activity | S |
| b. | reservation of natural features, vegetation, and soil | P |
| c. | rainage swales or line ditches to control storm water flow | D |
| d. | ulching or hydroseeding to stabilize disturbed soils | M |
| e. | rosion control to protect slopes | E |
| f. | rotection of storm drain inlets (gravel bags or catch basin inserts) | P |
| g. | erimeter sediment control (perimeter silt fence, fiber rolls) | P |
| h. | ediment trap or sediment basin to retain sediment on site | S |
| i. | tabilized construction exits | S |
| j. | ind erosion control | W |
| k. | ther soil loss BMP acceptable to the enforcing agency | O |
| l. | aterial handling and waste management | M |
| m. | uilding materials | B |
| n. | anagement of washout areas (concrete, paints, stucco, etc...) | M |
| o. | ontrol of vehicle/equipment fueling to contractor's staging area | C |
| p. | | V |

ehicle and equipment cleaning performed off site

- q. pill prevention and control

S

- r.

O

ther housekeeping BMP acceptable to the enforcing agency

2. For grading and construction activities subject to a grading and/or building permit, applicant is required to prepare and submit an erosion and sediment control plan with the permit application for the City's review and written approval. The erosion and sediment control plan shall contain appropriate site-specific construction site BMPs that meet the minimum requirements of this Ordinance and the City's grading ordinance, TMC 15.16. The erosion and sediment control plan shall include the rationale used for selecting BMPs including supporting soil loss calculations, if necessary. Revisions to the erosion and sediment control plan must be approved by the City.

- C. Any person subject to an industrial or construction NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the City Manager prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

Penalty, see 13.16.260.

13.16.120 Authorization to adopt and impose Best Management Practices

The City may adopt requirements identifying BMPs for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. Where BMP requirements are promulgated by the City or any federal, State of California, or regional agency for any activity, operation, or facility which would otherwise cause the discharge of pollutants to the storm drain system or water of the U.S., every person undertaking such activity or operation, or owning or operating such facility shall comply with such requirements.

13.16.130 Post construction requirements

The primary objective of these Post-Construction Stormwater Management Requirements (hereinafter, Post-Construction Requirements) is to ensure the reduction of pollutant discharges and preventing stormwater discharges from causing or contributing to a violation of receiving water quality standards in all applicable development projects that require approvals and/or permits issued by the City.

The City will adopt standards identifying appropriate design criteria to control the volume, rate, and potential pollutant load of storm water runoff from new development, redevelopment projects, and other projects as required by the State Water Resources Control Board NPDES MS4 General Permit. The City may incorporate such requirements in any land use entitlement and construction or building-related permit to be issued relative to such development or redevelopment. The owner and developer shall comply with the terms, provisions, and conditions required by the current Humboldt Low Impact Development Stormwater Manual (Humboldt LID Manual) or as directed by the City Manager. The standards and guidelines of the Humboldt LID Manual must be complied with except to the extent that a more stringent standard is expressly set forth herein. If there are any conflicts between the

Humboldt LID Manual and the express language of this ordinance, the express language of this ordinance shall control.

13.16.140 Exempt Projects

- A. Exempt Projects not subject to the Post-Construction Requirements may include the following:
Interior remodels and routine maintenance or repair; reroofing of an existing building; asphalt or paving overlays or resurfacing of existing surfaces, however work that replaces existing surfaces down to subgrade are not exempt; single family homes that create or replace less than 2500 square feet; certain Linear Underground projects may be exempt.
- B. Exempt Projects are required to submit a Stormwater Information Sheet with a planning or building permit application, as described in the Humboldt LID Manual.

13.16.150 Small Projects

- A. Small Projects are projects that create and/or replace (including projects with no net increase in impervious footprint) between 2,500 square feet and 5,000 square feet of impervious surface, including detached single family homes that create and/or replace 2,500 square feet or more of impervious surface and are not part of a larger plan of development. Site design measures as specified in this section are not applicable to linear underground/overhead projects (LUPs).include the following:
- B. Small Project proponents shall meet the application requirements in the Humboldt LID Manual. Application submittals include a Stormwater Information Sheet, the Stormwater Control Plan for Small Projects/Single-Family Homes, shall quantify the runoff reduction resulting from implementation of site design measures using the LID Manual Small Projects Calculator and implement one or more of the following site design measures to reduce project site runoff:
 - 1. Stream Setbacks and Buffers - a vegetated area including trees, shrubs, and herbaceous vegetation, that exists or is established to protect a stream system, lake reservoir, or coastal estuarine area;
 - 2. Soil Quality Improvement and Maintenance - improvement and maintenance soil through soil amendments and creation of microbial community;
 - 3. Tree Planting and Preservation - planting and preservation of healthy, established trees that include both evergreens and deciduous, as applicable;
 - 4. Rooftop and Impervious Area Disconnection - rerouting of rooftop drainage pipes to drain rainwater to rain barrels, cisterns, or permeable areas instead of the storm sewer;
 - 5. Porous Pavement - pavement that allows runoff to pass through it, thereby reducing the runoff from a site and surrounding areas and filtering pollutants;
 - 6. Green Roofs - a vegetative layer grown on a roof (rooftop garden);
 - 7. Vegetated Swales - a vegetated, open-channel management practice designed specifically to treat and attenuate storm water runoff;
 - 8. Rain Barrels and Cisterns - system that collects and stores storm water runoff from a roof or other impervious surface.

13.16.160 Regulated Projects

Regulated Projects are subject to the Post-Construction Requirements and shall implement standards to effectively reduce runoff and pollutants associated with runoff.

- A. Regulated Projects as defined below.

1. Regulated Projects create and/or replace 5,000 square feet or more of impervious surface. Regulated Projects do not include Linear Underground Projects (LUPs) unless the LUP has a discrete location that has 5,000 square feet or more of newly constructed contiguous impervious surface.
 2. Regulated Projects include development projects. Development includes new and redevelopment projects on public or private land that fall under the planning and permitting authority of a Permittee. Redevelopment is any land-disturbing activity that results in the creation, addition, or replacement of exterior impervious surface area on a site on which some past development has occurred. Redevelopment does not include trenching, excavation and resurfacing associated with LUPs; pavement grinding and resurfacing of existing roadways; construction of new sidewalks, pedestrian ramps, or bike lanes on existing roadways; or routine replacement of damaged pavement such as pothole repair or replacement of short, non-contiguous sections of roadway.
- B. Regulated Projects are required to implement measures for site design, source control, runoff reduction, storm water treatment and baseline hydromodification management as defined in the *Humboldt LID Manual*.

1. Post-Construction Standards be applied on applicable new and redevelopment Regulated Projects, both private development requiring municipal permits and public projects, to the extent allowable by applicable law. These include discretionary permit projects that have not been deemed complete for processing and discretionary permit projects without vesting tentative maps that have not requested and received an extension of previously granted approvals. Discretionary projects that have been deemed complete prior to June 30, 2015 are not subject to the Post-Construction Standards herein. For the City's Municipal Regulated Projects, the effective date shall be the date their governing body or designee approves initiation of the project design.

Municipal Development Projects - The City shall develop and implement an equivalent approach, to the approach used for private development projects, to apply the most current version of the low impact development runoff standards to applicable public development projects, to the extent allowable by applicable law.

2. Source Control Measures: Regulated Projects with pollutant-generating activities and sources shall be required to implement standard permanent and/or operation source control measures as applicable. Measures for the following pollutant generating activities and sources shall be designed consistent with recommendations from the current Humboldt LID Manual or current CASQA Stormwater BMP Handbook for New Development and Redevelopment or equivalent manual, and include:
 - a. Accidental spills or leaks
 - b. Interior floor drains
 - c. Parking/storage areas and maintenance
 - d. Indoor and structural pest control
 - e. Landscape/outdoor pesticide use
 - f. Pools, spas, ponds, decorative fountains, and other water features
 - g. Restaurants, grocery stores, and other food service operations
 - h. Refuse areas
 - i. Industrial processes
 - j. Outdoor storage of equipment or materials
 - k. Vehicle and equipment cleaning
 - l. Vehicle and equipment repair and maintenance

- m. Fuel dispensing areas
 - n. Loading docks
 - o. Fire sprinkler test water
 - p. Drain or wash water from boiler drain lines, condensate drain lines, rooftop equipment, drainage sumps, and other sources
 - q. Unauthorized non-storm water discharges
 - r. Building and grounds maintenance
3. Low Impact Development Standards: All Regulated Projects shall follow the standard and steps to compliance found in the Humboldt LID Manual, implement low impact development (LID) standards designed to reduce runoff, treat storm water, and provide baseline hydromodification management to the extent feasible, and to meet the Bioretention Design Criteria for Storm Water Retention and Treatment.

13.16.170 Requirement to eliminate illicit discharges

Notwithstanding the requirements of this chapter, the City Manager may require by written notice that a person responsible for an illicit discharge immediately, or by a specified date, discontinue the discharge and, if necessary, take measures to eliminate the source of the discharge to prevent the occurrence of future illicit discharges.

13.16.180 Requirement to eliminate or secure approval for illicit connections

- A. The City Manager may require by written notice that a person responsible for an illicit connection to the storm drain facilities comply with the requirements of this chapter to eliminate or secure approval for the connection by a specified date, regardless of whether or not the connection or discharges to it had been established or approved prior to the effective date of this chapter.
- B. If, subsequent to eliminating a connection found to be in violation of this chapter, the responsible person can demonstrate that an illegal discharge will no longer occur, said person may request city approval to reconnect. The reconnection or reinstallation of the connection shall be at the responsible person's expense.

13.16.190 Watercourse protection

Every person owning property through which a watercourse passes shall keep and maintain that part of the watercourse within the property reasonably free of trash, debris and other obstacles that would pollute, contaminate or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function or physical integrity of the watercourse. Penalty, see 13.16.260.

13.16.200 Requirement to remediate

Whenever the City Manager finds that a discharge of pollutants is taking place or has occurred which will result in or has resulted in pollution of storm water, storm drainage facilities, or water of the state and/or U.S., the City Manager may require by written notice to the owner of the property and/or the responsible person that the pollution be remediated and the affected property restored within a time specified in said notice.

13.16.210 Requirement to monitor and analyze

The City Manager may require by written notice of requirement that any person engaged in any activity and/or owning or operating any facility which may cause or contribute to storm water pollution, illicit discharges, and/or non-storm water discharges to the storm drain facilities or waters of the state

and/or U.S., to undertake at said person's expense such monitoring and analyses and furnish such reports to the city as deemed necessary to determine compliance with this chapter.

13.16.220 Notification of spills

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain facilities, or water of the state and/or U.S. from said facility, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of a hazardous material said person shall immediately notify emergency response officials of the occurrence via emergency dispatch services (911). In the event of a release of non-hazardous materials, said person shall notify the City Clerk in person, by phone or facsimile no later than 2:00 p.m. of the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City Clerk within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial facility, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years. Penalty, see 13.16.260

13.16.230 Authority to inspect

Whenever necessary to make an inspection to enforce any provision of this chapter or whenever the City Manager, has cause to believe that there exists, or potentially exists, in or upon any premises any condition which constitutes a violation of this chapter, the City Manager may enter such premises at all reasonable times to inspect the same and to inspect and copy records related to storm water compliance. In the event the owner or occupant refuses entry after a request to enter and inspect has been made, the city is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

13.16.240 Authority to sample, establish sampling devices, and test

During any inspection as provided herein, the City Manager may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities.

13.16.250 Declaration of public nuisance.

Violations of this chapter are hereby declared a public nuisance subject to the City's Nuisance Abatement Chapter, TMC 8.12.

13.16.260 Notice of violation, fines and penalties

In addition to the remedies provided in the City's Nuisance Abatement Ordinance, TMC Chapter 8.12, violations of this chapter are punishable as either infractions or misdemeanors, pursuant to the provisions of Chapter TMC 1.08. Each separate day in which a violation exists shall be considered a separate violation.

Whenever the City Manager finds that a person has violated a prohibition or failed to meet a requirement of this chapter may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:

- A. The performance of monitoring, analyses and reporting;
- B. The elimination of illicit connections or discharges;
- C. That violating discharges, practices, or operations shall cease and desist;

- D. The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property;
- E. Payment of a fine to cover administrative and remediation costs;
- F. Payment of penalties; and
- G. The implementation of source control or treatment BMPs.

13.16.270 Appeal

Notwithstanding the provisions of 13.16.280 below, any person receiving a Notice of Violation under 13.16.260 above may appeal the determination of the City Manager to the City Council. The notice of appeal must be received by the City Manager within 5 days from the date of the Notice of Violation. Hearing on the appeal before the City Council shall take place at the next regularly scheduled meeting after the date of the city's receipt of the notice of appeal. The decision of the City Council shall be final.

13.16.280 Abatement by City

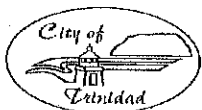
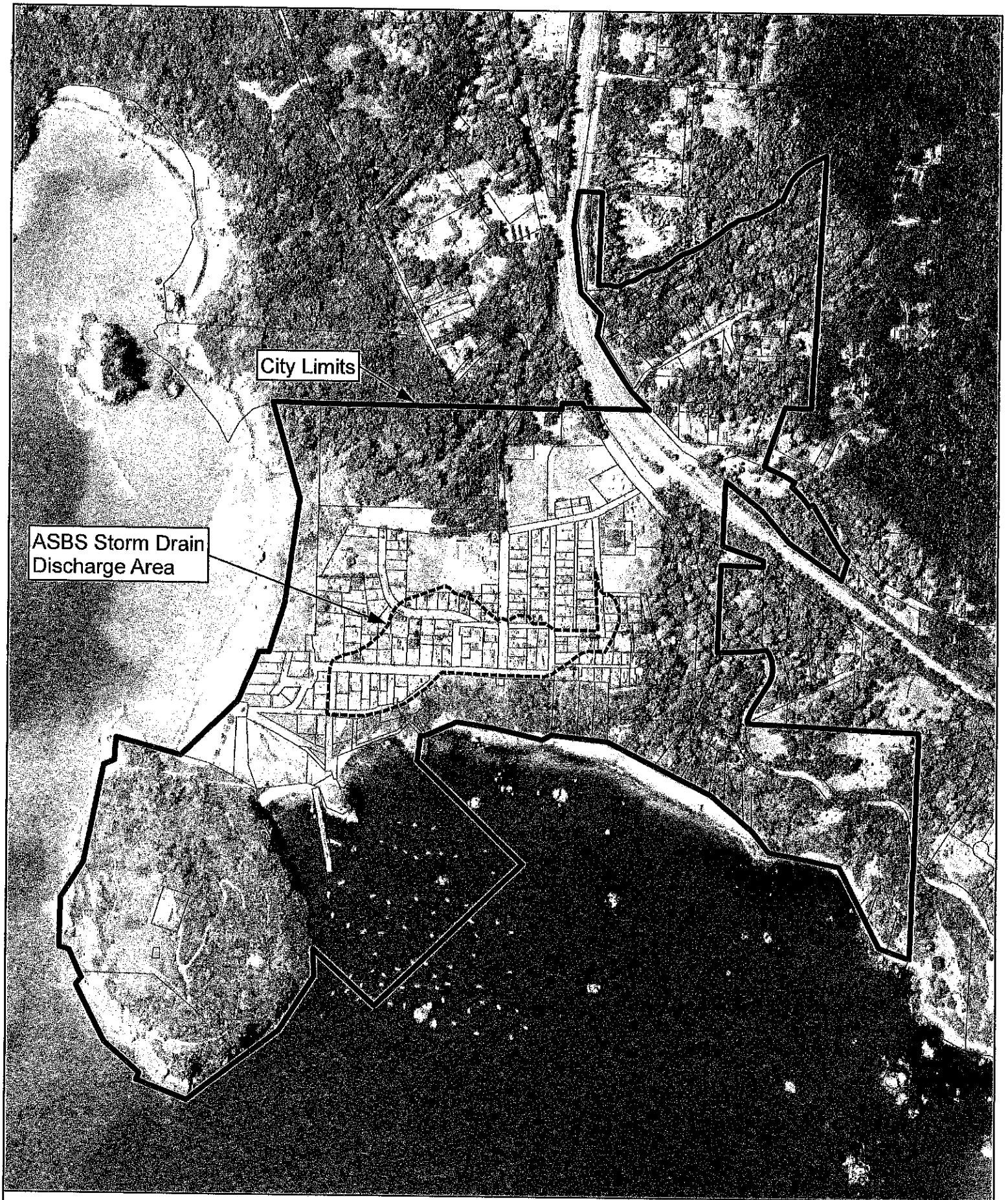
If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal under 13.16.270, within ten days of the decision of the City Council upholding the decision of the City Manager, then the city or a contractor designated by the City Manager shall enter upon the subject private property and is authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the city or designated contractor to enter upon the premises for the purposes set forth above. Penalty, see 13.16.260

13.16.290 Charging cost of abatement/liens

- A. Within 30 days after abatement of the nuisance by the City, the City Manager shall notify the property owner of the abatement cost, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment with the City Clerk within 15 days. The City Clerk shall set the matter for public hearing by the City Council. The decision of the City Council shall be set forth by resolution and shall be final.
- B. If the amount due is not paid within ten days of the decision of the City Council or the expiration of the time in which to file an appeal under this section, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. A copy of the resolution shall be turned over to the County Auditor so that the auditor may enter the amounts of the assessment against the parcel as it appears on the current assessment roll, and the tax collector shall include the amount of the assessment on the bill for taxes levied against the parcel of land.

13.16.300 Acts potentially resulting in a violation of the Federal Clean Water Act and/or California Porter-Cologne Act

Any person who violates any provision of this chapter or any provision of any requirement issued pursuant to this chapter may also be in violation of the Clean Water Act and/or the Porter-Cologne Act and may be subject to the sanctions of those acts including civil and criminal penalties. Any enforcement action authorized under this chapter shall also include written notice to the violator of such potential liability.



City of Trinidad

Prepared by: Streamline Planning Consultants



1" = 800 ft.

FIGURE 1

Stormwater Management Areas



DISCUSSION AGENDA ITEM 6

SUPPORTING DOCUMENTATION FOLLOWS WITH: 4 PAGES

5. Consider Public Hearing and First Reading of Ordinance 2015-03 - Amending the VDU Ordinance regarding the issue of Multiple Vacation Dwelling Units on a single parcel

AGENDA ITEM

Date:  30, 2015

JUNE

PUBLIC HEARING AND FIRST READING OF ORDINANCE 2015-03 AMENDING THE VACATION DWELLING UNIT ORDINANCE

Summary

The City's Vacation Dwelling Unit Ordinance was approved by the Coastal Commission at their meeting of March 11th 2015, and is now in effect. That Ordinance specifically allows only one VDU per parcel. On April 8 the Council requested that staff bring back an amendment to the VDU ordinance that would remove this limitation for lots with more than two dwelling units. This request was made in response to concerns that limiting the number of VDUs to only one in an apartment building was not necessarily appropriate, and that it was a late change to the Ordinance that caught some people unaware. (This limitation was in early drafts, was removed at the Planning Commission level, and was re-inserted at one of the last Council meetings reviewing the language).

The proposed amendment before you would retain the 'one VDU per parcel' language for parcels with two or less dwelling units, but for parcels with three or more units, it would allow up to 75% of units to be Vacation Rentals. This would affect both existing multifamily dwellings and possible future development in the Planned Development (PD) Zones where both multifamily units and multiple separate dwelling units could be constructed on a lot.

The exact language of this amendment has evolved since this discussion started on April 8th. Council members initially suggested language that would allow VDUs in all but one dwelling unit on parcels with more than two units. That was the language presented to the Planning Commission.

The next version, based on the discussion at the Planning Commission meeting and discussions with Coastal Commission staff, used a 75% of dwelling units approach, but was specific to multifamily buildings. The purpose of changing from 'all but one' to 75% is to help preserve housing units as permanent dwellings, which has been expressed by both the City Council and Planning Commission as an important consideration.

In further considering the potential effects on future development of PD zoned land, staff came to the language before you which is based on "three or more dwelling units per parcel" out of concern that we don't want to create an incentive to build large multifamily dwelling units on PD zoned land by limiting the exception to only them.

If the City proceeds with this Ordinance Amendment, after final adoption we have to submit it to the Coastal Commission, and it would not take effect until the Coastal Commission certifies it.

Applicability

As currently written, staff believes the amendment would apply to all vacant PD zoned parcels, and to three developed parcels in town which have multifamily apartments with three or more units. Although these three existing developments are not currently zoned for multi-family use (two are single-family residential and one is commercial), as far as staff knows, they are legal nonconforming uses / structures. The buildings, in the same configuration as they existing today, can be seen on an aerial photo from 1974, prior to the adoption of the City's zoning ordinance. These three parcels are:

- The apartments at 651 Parker Street (3 of 4 of which have been VDUs),
- The 3 Beachcomber apartments (none of which are currently VDUs) at 363 Trinity, and
- The tri-plex at 476 View Ave.

Multi-family developments are allowed in the Planned Development (PD) Zone. There are four large PD zoned parcels in town with significant development potential. These include the two parcels that make up the horse pasture, the lot behind Saunders Shopping Center, and a lot to the southeast of Hidden Creek RV Park on Westhaven Drive. Multifamily units are allowed in the PD zone, as are cottage style units. These parcels together total almost 10 acres with a development potential (based on the allowable density of 1 dwelling unit per 8,000 sq. ft. outside of stream setbacks) of an estimated 37 dwelling units, 75% of which would be 27 potential VDUs. All uses in the PD zone require approval of use permits, so additional limitations on VDUs could be included as conditions of approval of future development.

Process for Revising the Ordinance:

Section 17.68.030 of the City's zoning ordinance requires the Planning Commission to hold a public hearing on proposed amendments to the zoning ordinance. The Planning Commission considered the amendment at their regularly scheduled meeting of May 20, 2015. The Planning Commission approved (4-0) a recommendation to the City Council to not pursue the amendment for a variety of reasons that are listed in a memo to the City Council dated May 26, 2015. That memo is attached to this staff report. The Planning Commission's action is a recommendation to the Council. The Council has authority to:

- a) pursue this amendment by approving a first reading tonight,
- b) continue the hearing to gather additional information, or
- c) elect not to pursue the amendment at this time.

The amendment will need certification by the Coastal Commission prior to going into effect. The same process that occurred for the original certification of the ordinance will be required for any amendments. It should be a much shorter process, without the need for extensive negotiations between City staff and Coastal Commission staff. While Coastal Commission staff originally suggested this would be considered a minor amendment, things have changed somewhat as VDU issues and regulations continue to evolve. At a May 14 hearing on an amendment to the Santa Cruz County VDU ordinance, the Coastal Commission Chair asked staff to address the issue of VDUs in buildings with "shared walls," such as condos and apartments, for future ordinances and

amendments. This is more of an issue for individually owned condos. But, if the City submits this amendment in the next few months, it will likely be the first one that has to address this new issue. Coastal Commission staff indicated to me that the process for certification may not be as simple and short as originally anticipated. Commission staff may ask for an analysis of how many units the amendment could potentially affect now and at build out. Some of that information has been included in this memo, but it might or might not be considered a 'minor' amendment. So the exact timeline (and cost) of the certification process is unknown at this point.

However, regardless of that process, a full application for the LCP amendment still has to be prepared and submitted. Much of the information submitted for the original application can be reused. But most of it will have to be updated. Staff estimates that this will take a couple of days of work by Planning Staff to complete and submit, or somewhere in the neighborhood of \$1,000. If the Coastal Commission staff were to request additional information, the cost would go up. The following is list of LCP amendment application submittal requirements and what needs to be done for each:

- Resolution: A new Resolution of Submittal will have to be approved and submitted. This can be done along with the second reading of the ordinance amendment if the Council decides to pursue it.
- Amendment: A signed and sealed copy of the amendment is required.
- LCP Policy Analysis: This is an analysis of the consistency between the 77 certified General Plan policies and the amendment. This will need to be updated, but most of the policies are not applicable or affected.
- Coastal Act Policy Analysis: This is an analysis of the consistency between the 75 policies of Chapters 3 and 6 of the Coastal Act and the amendment. This will need to be updated. Many of the policies are not applicable. However, the previous analysis relied on the fact that VDUs were not currently regulated and therefore the impacts to coastal resources would be reduced. But since this amendment will increase VDU potential, that language will have to be changed.
- Environmental Analysis: While development and certification of LCPs is not necessarily subject to CEQA, the Coastal Commission still requires an environmental analysis. Again, this will have to be updated.
- Public Participation: This is basically a list of public meeting dates, notices and excerpts from the minutes (a record of public input) where the amendment was considered. This section will have to be redone for this amendment.
- Staff Reports: This needs to include a copy of all staff reports and correspondence regarding the amendment. This section will also need to be redone, but just includes copies of existing documents.

Staff Recommendation:

Consider the attached ordinance amendment, Planning Commission recommendation, staff report and public input. Decide whether to:

- a) move forward with a first reading of this Ordinance,
- b) continue this item to gather more information, or
- c) elect not to pursue the amendment at this time.

TRINIDAD CITY HALL
P.O. BOX 390
409 Trinity Street
Trinidad, CA 95570
(707) 677-0223

JULIE FULKERSON, MAYOR
GABRIEL ADAMS, CITY CLERK



ORDINANCE 2015-03

AN ORDINANCE OF THE CITY OF TRINIDAD **AMENDING SECTIONS 17.56.190.F OF THE TRINIDAD MUNICIPAL CODE (AMENDING** **SECTION 6.26.F OF THE COASTAL COMMISSION CERTIFIED ZONING ORDINANCE)**

The City Council of the City of Trinidad does hereby ordain as follows:

ORDINANCE 2015-03, SECTION 1:

Amend Subsection 17.56.190.F of the Trinidad Municipal Code (and amend Coastal Commission certified Zoning Ordinance Subsection 6.26.F), "Location," which shall read as follows:

17.56.190 (6.26).F Location.

VDU's are permitted only in Special Environment, Suburban Residential, Urban Residential, and Planned Development zoning districts. VDUs are also permitted in a legally established accessory dwelling unit subject to meeting the requirements of this Section. Each separate VDU must obtain its own, individual VDU License. There shall be no more than one VDU per parcel, except that on lots with three or more legally established dwelling units, the number of VDUs may not exceed seventy five percent (75%) of the total number of dwelling units.

ORDINANCE 2015-03, SECTION 2:

This Ordinance shall take effect upon certification by the Coastal Commission.

Passed, approved, and adopted this June 30, 2015 by the following roll call vote:

AYES:
NOES:
ABSTENTIONS:
ABSENT:

Attest:

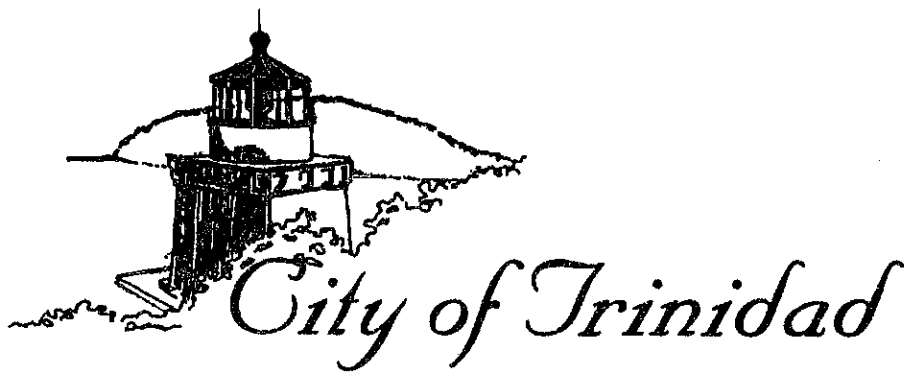
Approved:

Gabriel Adams
City Clerk

Julie Fulkerson
Mayor

First Reading: **Tuesday, June 30, 2015**

Second Reading:



Date: June 26, 2015

PUBLIC HEARING NOTIFICATION

PROPOSED ORDINANCE 2015-02

INTERIM URGENCY ORDINANCE OF THE CITY OF TRINIDAD MAKING FINDINGS AND ESTABLISHING A TEMPORARY MORATORIUM ON ACCEPTANCE OF NEW LICENSE APPLICATIONS FOR OPERATING A VACATION DWELLING UNIT

The City Council of the City of Trinidad is considering adoption
of an interim urgency ordinance

Date: Tuesday June 30, 2015

Time: 6:00pm

Location: Trinidad Town Hall

Trinidad Residents, property owners, and other interested parties are encouraged to attend and participate in the discussion.

A copy of Draft Ordinance 2015-02 is available for public review at Town Hall and online at www.trinidad.ca.gov

AGENDA ITEM

Date: June 30th 2015

Item: CONSIDERATION OF URGENCY ORDINANCE 2015-02, AN INTERIM URGENCY ORDINANCE OF THE CITY OF TRINIDAD MAKING FINDINGS AND ESTABLISHING A TEMPORARY MORATORIUM ON ACCEPTANCE OF NEW LICENSE APPLICATIONS FOR OPERATING A VACATION DWELLING UNIT

Summary: As directed at recent City Council meetings, Staff has developed an interim urgency ordinance for Council consideration that would prevent any new VDU Business License applications from being accepted as long as this Urgency Ordinance is in effect. Complete applications received up to the date that the Urgency Ordinance goes into effect will be processed normally. Amendments to existing Licenses, including changes in ownership of Licensed Properties, would be allowable during the moratorium.

The process and requirements for local governments to use an Interim Urgency Ordinance are defined in Government Code Section 65858. Relevant requirements and limitations include:

- The City can only utilize this power if it makes findings that there is a current and immediate threat to the public health, safety, or welfare, and that the approval of additional VDU Business Licenses would result in that threat to public health, safety, or welfare.
- The City must actively use the time provided by the Urgency Ordinance to study the issues and develop a 'regular' (non-urgency) solution.
- Approval of an Urgency Ordinance requires a four fifths vote of the City council.
- This initial Urgency Ordinance would be in effect for 45 days, but it can be extended by subsequent Council action for 10 months and 15 days, and then again for another year.
- The Urgency Ordinance goes into effect immediately upon approval.

Background and Analysis:

The number of homes being used as vacation rentals in Trinidad has increased substantially over the last fifteen years. The City issued 10 licenses for vacation rentals in 2000, and 54 as of this last year, although only 39 of those current licenses were considered 'active' (i.e. reported any income). With a City housing stock of approximately 220 units, this is an increase in 'active' VDUs from about 5% of all City dwelling units in 2000, to about 18% today. Figure 1 below presents these numbers graphically, and shows an average trend over this time period of about 10 new conversions to active vacation rentals every five years, or two a year.

This economic trend has resulted in new businesses and jobs in and around Trinidad, both in directly managing Vacation Rentals, and in providing other services for the visitors to Trinidad that use this form of lodging. It has also led to steadily increasing revenues for the city via the Transient Occupancy Tax.

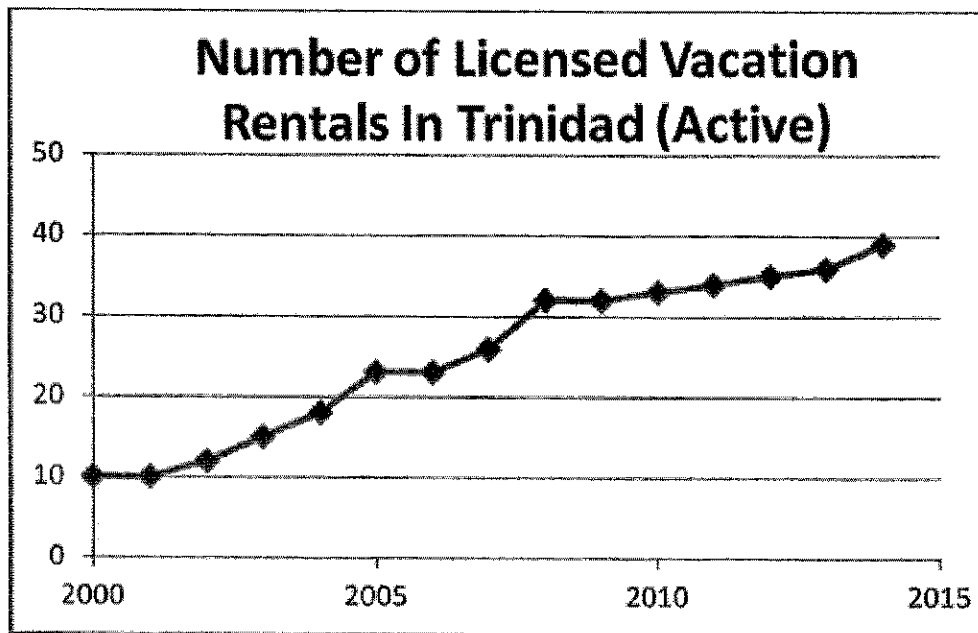


Figure 1. Active Licensed Vacation Rentals in Trinidad from 2000 to 2014.

However this trend has also been accompanied by citizen concerns about the effects of vacation rentals on the community character, civic life, public health, and general welfare of Trinidad. In response to these concerns, a City Ordinance (Ordinance 2014-01) regulating some aspects of vacation rentals was developed over many years, and finally went into effect in 2015. This Ordinance attempts to address concerns over parking, septic systems, noise, water use, and guest behavior via increased licensing requirements and limitations on the number of guests that can be housed in a given unit. However the existing VDU Ordinance does nothing to limit the overall number of vacation rentals in Trinidad.

The primary concerns not addressed by the existing Ordinance relate to the impacts to the character and welfare of the community of having such a large proportion of the City's housing stock not available for actual Trinidad residents, and the concern that this trend will continue without regulation limiting it.

Long time citizens find themselves with fewer and fewer neighbors as the homes on their street become vacation rentals. More vacation rentals mean fewer families with children in Trinidad Elementary School, and parents to serve on the School Board. Less residents means less citizens to serve in community organizations like the Lions Club, Civic Club, Museum Society, Trinidad Coastal Land Trust, and Friends of the Library, or to staff our Volunteer Fire Department and respond to emergencies, or participate in local government as Council members, Planning Commissioners, and volunteers for the City. Engaged citizens are the basic fabric that makes up a community, and with so few homes in Trinidad to start with, Staff is sympathetic to the argument that making such a high proportion of homes unavailable for residents will increasingly fray that fabric and damage the community

It is possible that simple market forces of supply and demand alone will cause the steadily increasing trend shown in Figure 1 to level out. However Trinidad is so small and so desirable as a tourist destination that the balance point where raw supply and demand limit additional vacation rentals may not occur until the proportion of the City's homes that are vacation rentals increases dramatically from the present.

The city organized a community goals and priorities meeting this spring, followed by a voting process to prioritize among the ideas generated. From the sixty ballots received, the third and fifth highest ranked ideas were to *"Increase live in : vacation ratio"* (ranked third) and *"Return city to a community of residents—moratorium on vacation rentals and phase out—decide on limit"*. (ranked fifth).

Non Urgency Ordinance Options

The City could forego the Urgency Ordinance and pursue development of a regular Ordinance to approach these concerns. However the Coastal Commission must review and approve any regular ordinance affecting Vacation Rentals before it takes effect. This was part of why the existing Ordinance took many years to get in place, with development starting in 2008 and only becoming effective in spring of 2015. In the absence of an urgency moratorium, any effort by the City to develop new regulations on Vacation Dwelling Units will require over a year to take effect, and could take as much as 4-5 years if the prior effort is a guide. During this time the City will have no ability to prevent further conversion of residences to vacation rentals as long as their license applications are complete and consistent with the current Ordinance.

Under the Urgency Ordinance, if extended as allowed under law, the City could develop a more permanent solution via the regular ordinance process and pursue Coastal Commission approval so that a solution was in effect before the moratorium expires. This would avoid risking the potential of significant further increases in the conversion of resident homes to vacation rentals and the subsequent impact to the community over the coming few years.

Required Findings:

In order to approve this Urgency Ordinance the Council must find that there is a 'current and immediate threat to public welfare' that would result from not passing this Urgency Ordinance. Staff sees that threat best summarized as the effects on the welfare of the community that would result from more homes being converted from residences for Trinidad's citizens to vacation rentals during the time that it would take for a regular ordinance option to be developed and go into effect. Those effects are described above and summarized briefly in the Ordinance itself.

Impacts to City

The City will be forgoing potential increases in TOT revenue that could result from additional vacation rentals, although this could be balanced somewhat if existing VDUs can increase rates and/or are able to absorb increased demand by making more bookings.

Impacts to Existing Vacation Rentals

If this Urgency Ordinance is approved, anybody who has not submitted a complete VDU License Application prior to this date will be unable to obtain a license while the moratorium remains in effect.

City staff has sent three separate letters this spring notifying VDU owners and operators that they must have an application submitted prior to June 30th in order to continue operating as of July 1st 2015. This requirement is independent of the Urgency Moratorium, as all City Business Licenses require annual renewal for each new fiscal year (July-June).

Existing VDUs may see some small benefit from a limit on new competitors.

Inactive VDU Licenses

The consideration of this Urgency Ordinance may have spurred some new applications by those wishing to avoid being 'caught out' due to a moratorium. Since the City initially began considering VDU regulations, there have been a number of people who apply for VDU licenses but do not act on them. Figure 2 below shows the number of active, inactive, and total VDU Licenses over the last fifteen years in Trinidad. If all 54 Licenses issued in 2014 were put in use, that would be almost 25% of the estimated 220 Dwelling Units in the City unavailable for long term residents.

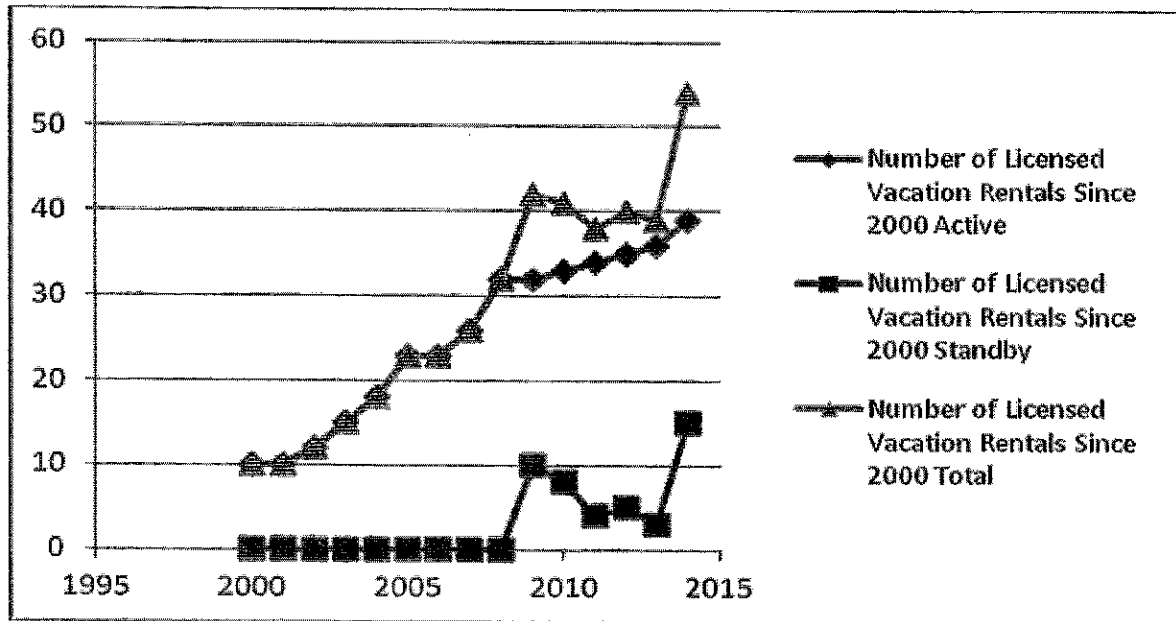


Figure 2. Total VDU Licenses Issued by year. 'Active' indicates that the License Holder reported some revenue to the City during that year. Standby indicates that a License was issued but no revenue was reported. The advent of 'Standby' Licenses corresponds with the year (2008) that the City began the process of drafting what became the existing VDU Ordinance.

Staff Recommendation:

Consider approval of Urgency Ordinance 2015-02, an Interim Urgency Ordinance of the City of Trinidad Making Findings and Establishing a Temporary Moratorium on Acceptance of New License Applications for Operating a Vacation Dwelling Unit.

Direct Staff to set and promote regular meetings of the VDU Committee to work on a long term solution.

If the Council wishes to continue the item for further review or revision, this Urgency Moratorium can be taken up at a future meeting if desired.



ORDINANCE NO. 2015-02

**INTERIM URGENCY ORDINANCE OF THE CITY OF TRINIDAD MAKING FINDINGS AND
ESTABLISHING A TEMPORARY MORATORIUM ON ACCEPTANCE OF NEW LICENSE
APPLICATIONS FOR OPERATING A VACATION DWELLING UNIT**

The City Council of the City of Trinidad does ordain as follows:

SECTION 1. Interim Urgency Ordinance

This is an Interim Urgency Ordinance necessary for the immediate preservation of the public peace, health, and safety. The City Council finds that there is a current and immediate threat to the public health, safety, or welfare, and that the approval of use permits or any other applicable entitlement for use which is required in order to comply with a zoning ordinance would result in that threat to public health, safety, or welfare. This Interim Urgency Ordinance shall go into effect immediately.

SECTION 2. Findings and Declarations

The City Council finds and declares the following facts constituting this necessity are as follows:

- a. There has been a steady increase in the number of short-term vacation rentals in the City of Trinidad over the past 15 years;
- b. The proportion of homes in the City being used primarily as vacation rentals has gone from about 5% of the total dwelling units in the City in 2000 to approximately 18% in 2014.
- c. A City Ordinance regulating some aspects of vacation rentals went into effect in 2015, but this Ordinance does nothing to limit the overall number of vacation rentals in Trinidad;
- d. Vacation rentals have the potential to alter the residential character of neighborhoods with impacts related to traffic, parking, noise, occupancy, septic system capacity, housing availability, real estate prices, neighborhood character, city population, the availability of citizens to participate in the community; and the quality of life in the City of Trinidad;
- e. Residents have indicated growing concern over the impacts and number of short-term vacation rentals and the increased number of homes becoming vacation rentals; and have called on the City to find a balance between residential and vacation rental uses;
- f. In the absence of an urgency moratorium, any effort by the City to develop new limitations on Vacation Dwelling Units will not take effect for over a year due to the timeline for Coastal Commission review of City Land Use changes, during which time the City will have no ability to prevent further conversion of residences to vacation rentals; and
- g. A moratorium is necessary to allow the City time to study the matter further and develop options to limit the number of VDU permits issued each year.

SECTION 3. Definition of Short-Term Vacation Rentals

The term "short-term vacation rental" means and applies to every person carrying on the business of renting residences or apartments for a period of less than 30 days. The term does not apply to hotels, motels, campgrounds, bed and breakfasts with an onsite host, or other such commercial establishments.

SECTION 4. Moratorium on the Acceptance of New VDU Business License Applications for the Purpose of Short-Term Vacation Rentals

A moratorium on the acceptance and processing of VDU business licenses for the purpose of short-term vacation rentals is hereby in effect for forty five (45) days from the effective date of this Ordinance. The City shall accept no VDU business license applications during this period.

SECTION 5. No Effect on Current VDU Business Licenses or VDU Business Licenses Applications Received Prior to this Ordinance Taking Effect

This Interim Urgency Ordinance in no way affects any current valid VDU License, or any complete VDU license application received by the City as of the effective date of this Ordinance. The City will process and issue VDU Licenses based on complete applications received prior to the effective date of this Ordinance.

SECTION 6. Property Transfers and Existing VDU Business Licenses.

If a property with a valid VDU license goes through a change in ownership during this moratorium, the new owner may amend the existing VDU license to reflect the change in ownership and continue operation assuming all conditions and requirements of said license are fulfilled.

Passed, approved, and adopted at a special meeting of the City Council of the City of Trinidad, on the 30th day of June 2015, by the following roll call vote:

AYES:
NAYS:
ABSTAIN:
ABSENT:

Attest:

Gabriel Adams
Trinidad City Clerk

Julie Fulkerson
Mayor